

SIDMOUTH TOWN COUNCIL



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24 June 2019

To: All Members of the Town Council
Town Clerk

For information:
District Councillor for Sidmouth not on the Town Council

Dear Sir/Madam,

Meeting of Sidmouth Town Council Monday 1 July 2019 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.

Members of the public are reminded that they may speak on any item on the agenda during Public Question Time or when an item is reached on the agenda, with the permission of the Chair and before that item is debated by Members.

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

- | | Page/s |
|---|--------|
| <u>PART 'A'</u> | |
| 1 Apologies
To receive any apologies for absence. | |
| 2 Minutes
To confirm the minutes of the meetings of the Town Council held on Monday 10 June 2019. | 4 – 7 |
| 3 Declarations of Interest
To receive any Members' declarations of interest in respect of items on the agenda.

Note: You must also declare the nature of any personal or disclosable pecuniary interests in an item whenever it becomes apparent that you have an interest in the business being considered. | |
| 4 Matters of Urgency or Report from the Chair
To consider any items that in the opinion of the Chair should be dealt with as matters of urgency because of special circumstances. (Note: such circumstances need to be recorded in the minutes). | |

- 5 **Exclusion of the Public**
To agree any items to be dealt with after the public (including the press) have been excluded. There are no items which the Clerk recommends should be dealt with in this way.
- 6 **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 Chair (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 and members of the public are reminded to notify the Clerk and Councillor concerned of questions to be raised. This arrangement is in place to enable a considered response at the meeting.)
- 7 **Police Report**
To receive the June 2019 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.)
- 8 **Committee/Working Group Reports**
8.1 Planning Committee Reports
To receive the reports of the Planning Committee meetings held on Wednesday 12 June 2019. 8 – 11
8.2 Tourism & Economy Committee Report
To receive the report of the Tourism & Economy Committee meeting held on Monday 17 June 2019. 12 – 14
8.3 Sid Valley Neighbourhood Plan Steering Group
To receive a short presentation from the Sid Valley Neighbourhood Plan Steering Group.
- 9 **Reports from Members with Special Responsibilities**
9.1 Finance Report
To receive the Finance Report for May 2019. 15 – 18
9.2 Other Reports from Members with Special Responsibilities
To receive other notified reports from other Members.
- 10 **Fire Beacon Nature Reserve**
Toby Taylor, RSPB will attend this meeting to give an update regarding the management work carried out on the Town Council's behalf at the Fire Beacon Nature Reserve.
- 11 **Environment Agency Draft Flood and Coastal Erosion Risk Management Strategy for England**
At the June Council meeting it was resolved that Councillors Hughes, Loudoun and Rixson be delegated to consider the consultation documents and formulate a Council response to be reported to and ratified by the full Council at the July Council meeting. Report to follow

12 S106 – Sanditon Development Contributions

Members to approve the creation of a small Working Group (max. of 3 Members) to report back to Council to prioritise and identify from past public consultations potential areas of spend to recommend to East Devon District Council for Sanditon S106 tourism related funding.

Forthcoming Council and Committee meetings:

10 July 2019 – Planning Committee
24 July 2019 – Planning Committee
5 August 2019 – Council
14 August 2019 – Planning Committee
28 August 2019 – Planning Committee
2 September 2019 – Council

SIDMOUTH TOWN COUNCIL
Minutes of the Meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 10 June 2019 at 6.30pm

Ward	Councillors Present:
Sidmouth North	Charissa Evans
	Stuart Hughes
	Jenny Ware
Sidmouth South	Denise Bickley
	Kelvin Dent
	John Rayson
	Paul Wright (Vice-Chair)
Sidmouth East	Louise Thompson
Sidmouth West	Louise Cole
Primley	Deirdre Hounsom
	Emma Murdoch
Sidford	Jack Brokenshire
	Marianne Rixson
Sidbury	John Loudoun
Salcombe Regis	Ian Barlow (Chair)
	David Barratt
Apologies:	Chris Lockyear, Dawn Manley, Jeff Turner

The meeting started at 6.30pm and finished at 8.40pm

PART 'A'

24 Prayers

Prayers were taken by the Reverend Handel Bennett.

25 Minutes

The minutes of the meeting of the Town Council held on Monday 20 May 2019 were signed as a true and accurate record; with the amendment of minute number 15 which to read:

15 Standing Orders

Members noted and confirmed the current Sidmouth Town Council's Standing Orders. Standing Orders and other Council documentation would be updated to become gender neutral in future iterations.

26 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Kelvin Dent	Devon County Council Flood Attenuation at Knowle Parkland	Personal	Remained in the Chamber during discussion and voting	Knowle residents Association Member
Cllr Denise Bickley	Environment Committee	Personal	Remained in the Chamber during discussion and voting	Surfers Against Sewage and Sidmouth Plastic Warriors Member

Cllr Louise Cole	Sidmouth Proposals for Devon County Council's HATOC 2019/20	Personal	Remained in the Chamber during discussion and voting	Devon County Council Employee
Cllr Louise Cole	Devon County Council Flood Attenuation at Knowle Parkland	Personal	Remained in the Chamber during discussion and voting	Devon County Council Employee

27 Matters of Urgency or Report from the Chair

- The Chair reported that all Members were invited to take part in a Grumble Walk on Wednesday 19 June 2019 at 10am. Any issues in Town Council wards could be emailed to the Town Clerk if Members were unable to attend.

28 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.

29 Police Report

Sgt Andy Squires presented the May police report which showed 48 crimes in May 2019 in comparison to 49 in 2018, a decrease of 2%.

Sgt Squires also reported the rolling 12 months figures which showed 588 for the period 1 June 2017 to 31 May 2018 compared to 586 for the same period in 2019.

30 Committee/Working Group Reports

30.1 Planning Committee Reports

Councillor Dent, Chair of the Planning Committee, presented the reports of the Planning Committee meetings held on Wednesday 22 and Friday 24 May 2019.

RESOLVED: That the Planning Committee reports be noted.

30.2 Sid Valley Neighbourhood Plan Steering Group

Councillor Housom gave a report of the work being carried out by the Sid Valley Neighbourhood Plan Steering Group Committee. It was noted that the draft plan had been approved by the Planning Inspector subject to agreed amendments made and would go forward for referendum shortly.

RESOLVED: That the Sid Valley Neighbourhood Plan Steering Group report be noted.

31 Reports from Members with Special Responsibilities

31.1 Finance Report

Councillor Wright presented the Finance Report for April 2019.

RESOLVED: that the Finance Report for April 2019 be noted and agreed.

32 Prayers at Council Meetings

Members were asked to consider whether to continue holding prayers at the beginning of Council meetings. The Local Government (Religious Observances) Act 2015 allows for all councils to have the right to hold prayers at the start of their meetings and states that council meetings "may include time for prayers or other religious observance, or observance connected with a religious or philosophical belief". Members debated that that in order to be reflective of modern society and not discriminate either Members or the public from any, all or no religion, prayers should not be part of a Council meeting.

RESOLVED: That prayers would no longer be held as part of the Council agenda.

33 Environment Agency Draft Flood and Coastal Erosion Risk Management Strategy for England

Kate Pearson, Flood Resilience Advisor from the Environment Agency had written to invite Members to comment on a draft strategy, which set out a vision for "a nation ready for, and resilient to, flooding and coastal change – today, tomorrow and to the year 2100." It had three ambitions:

- Climate resilient places;
- Today's growth and infrastructure to be resilient in tomorrow's climate;
- A nation of climate champions, able to adapt to flooding and coastal change through innovation.

Members were advised that the consultation would run until 4 July and documents could be viewed and responded to online at:

<https://consult.environment-agency.gov.uk/fcrm/national-strategy-public>

RESOLVED: That Councillors Hughes, Loudoun and Rixson be delegated to consider the consultation documents and formulate a Council response to be reported to and ratified by the full Council at the July Council meeting.

34 Sidmouth Proposals for Devon County Council's HATOC 2019/20

As part of the 2019/20 Highways and Traffic Orders Committee (HATOC) Annual Waiting Restriction Review, the following proposed sites in Sidmouth had been agreed by the Local Member to be considered and put forward for formal consultation.

1. The Esplanade – No Loading At Any Time & Buses Only Bay, to prevent blue badge holders parking outside The Marine pub and provide a place for buses to park outside the Kingswood hotel.
2. Ashley Crescent – No Waiting At Any Time, to prevent obstructive parking opposite the driveways.
3. Seafield Road – No Waiting At Any Time, to prevent obstructive parking opposite the driveway (replacing the current access protection marking).
4. The Grove – No Waiting At Any Time, to prevent vehicles parking on both sides of the carriageway.
5. Pathwhorlands – No Waiting At Any Time, to prevent obstructive parking to maintain access and visibility.
6. Malden Road – No Waiting At Any Time, to prevent obstructive parking around the junction opposite the nursing home.
7. Primley Mead – No Waiting At Any Time, to prevent obstructive parking along set lengths of this road.

Plans of the sites for consideration were attached to the agenda and Members were asked if they had any comments on the above proposals at this stage prior to formal consultation.

RESOLVED: That Members raised the following concerns regarding the Sidmouth Proposals for Devon County Council's HATOC 2019/20:

- The Esplanade – the buses only bay should restrict waiting time to a maximum of 20 minutes only; to allow for passenger drop off and pick up but prevent parking of buses and coaches on The Esplanade.
- Ashley Crescent – no waiting at any time should also be placed on the opposite side of the road as it was thought that cars may be parked along the wall between the driveways in what was already a busy roadway particularly at School drop off and pick up times.

35 Sidmouth Town Council Gas and Electricity Supply

Councillor Paul Wright, Member with Special Responsibility for Finance, proposed that the Town Council's gas and electricity should be supplied solely from green energy sources. Although this change could be carried out without Members authority, as it was likely to be more expensive, Councillor Wright asked that all Members consider and approve this proposal.

RESOLVED: That, on renewal, Sidmouth Town Council would move their gas and electricity suppliers to those that use only green energy sources.

36 Environment Committee

Members were asked to consider the setting up of an Environment Committee. Following a meeting of the Council held in April 2019 to discuss the Neighbourhood plan and Community Actions, Members requested the formation of an Environment Committee the business of which could include dealing with many of the environment-based issues arising.

The suggested Terms of Reference of the committee to include:

- The Committee formed “to coordinate and improve the natural and built environment of the Sid Valley”.
- The Committee to meet no more than 4 times a year, reporting minutes to full Council.
- Any spending by the Committee shall be authorised by full Council.
- Membership to consist of the Chair/Vice Chair, 5 other Councillors
- Non-voting group representatives to be invited to each meeting to include: Sidmouth Arboretum, Sidmouth in Bloom, Sidmouth Plastic Warriors, Sidmouth Chamber of Commerce, Sid Vale Association and others as required.
- The Committee to help with the co-ordination of the Town Centre Task Force days.

RESOLVED: That an Environment Committee consisting of the Chair/Vice-Chair along with Councillors Bickley, Evans, Hughes, Lockyear, Murdoch, Rayson and Rixson be set up using the points in the agenda item as a basis for terms of reference.

37 Pre-Budget Meeting date

Members were asked to note that the Pre-Budget Council meeting for October would be held on Monday 21 October (previously 14 October).

RESOLVED: That the Pre-Budget Council meeting would be held on Monday 21 October 2019.

38 Exclusion of the Public and Press

The Vice-Chair 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’

39 Devon County Council Flood Attenuation at Knowle Parkland

John Galt, Devon County Council’s Project Engineer and Katherine Mercer, Jacob’s consultant attended the meeting to give a presentation and display draft drawings for the proposed Flood Alleviation Scheme for Knowle Parkland.

RESOLVED: That John Galt and Katherine Mercer be thanked for their presentation and be asked to return to report to the Town Council if there were substantial alterations to the proposed scheme following further investigatory works.

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CHAIR OF THE COUNCIL

**Minutes of the meeting of
Sidmouth Town Council's Planning Committee
Held at the Council Chamber, Woolcombe House, Sidmouth,
Wednesday 12 June 2019**

Councillors present: - Kelvin Dent (Chair)
Jeff Turner (Vice-Chair)
John Rayson
David Barratt
Ian Barlow
Deirdre Hounsom
Louise Thompson
Jenny Ware
John Loudoun

Apologies: - Dawn Manley

The meeting started at 6.30pm and finished at 7.50 pm.

38 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
All Councillors	19/1069/FUL Thorn House, Salcombe Regis, Sidmouth, EX10 0JH	Personal Interest	Remained in the Chamber during discussion and did vote.	The Applicant is a Freeman of Sidmouth.
Cllr Kelvin Dent	19/1157/FUL 8 Sidlands Sidmouth EX10 8UE. 19/0940/TCA Woodlands Hotel, Station Road, Sidmouth, EX10 8HG	Personal Interest	Remained in the Chamber during discussion but did not vote.	Acquainted with Applicants.
Cllr John Loudoun	19/1129/FUL Milliways (Welwyn), Greenhead, Sidbury, Sidmouth, EX10 0RH	Personal Interest	Remained in the Chamber during discussion and did vote.	Acquainted with Applicant.

39 Minutes

The Minutes of the Planning Committee meetings held on the 22 May and 24 May 2019 were signed as a true and accurate record.

40 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.

41 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.

Urgent items or Amended Plans Received After Formulation of the Agenda.

To receive a report from the Clerk of any urgent planning items or amendments to planning applications received after formulation of the agenda.

- 42** 19/0627/LBC Mr & Mrs Chivers Western Farm, Harcombe, Sidmouth, EX10 0PR. Various works including: Retention of replacement door on front (south) elevation with new door with fixed glazed panel above, lowering of door threshold in conjunction with lowering floor level in hallway and the construction of new steps leading up to reception and boot room; removal of steps leading from kitchen to hallway and blocking up of existing doorway and new door opening from hallway into kitchen.

SUPPORT

Applications for consideration

- 43** 19/1063/FUL Mr Adam Howitt 15 Higher Woolbrook Park, Sidmouth, EX10 9ED. Construction of single storey rear extension.

SUPPORT

- 44** 19/1029/LBC Mr & Mrs Guyatt & Midwinter South Ward Flat 3 Top Floor Flat, 2 Fortfield Terrace, Sidmouth, EX10 8NT. External works to include replace 1no. bedroom window frame and refurbish top and bottom sash on rear elevation; re-roof and replace fascia boards on flat roof on rear elevation and refurbish 8no. windows. Internal works to include removal of internal walls and doors, construct partition walls; create cupboard at top of staircase; replace door with fire door; replace door with arched doors; walls lined in utility room; install timber balusters on staircase; create shower cubicle in bathroom.

SUPPORT subject to the agreement of the Conservation Officer.

- 45** 19/1054/FUL Nicholas James Group Ltd South Ward Sidmouth Harbour Hotel, Manor Road, Sidmouth EX10 8RU. Erection of fire escape on west elevation to serve hotel.

SUPPORT

- 46** 19/1157/FUL Mr Brian Eastell South Ward 8 Sidlands Sidmouth EX10 8UE. Construction of single storey extension.

SUPPORT

- 47** 19/0996/RES Churchill Retirement Living Sidford Ward Green Close, Drakes Avenue, Sidford, Sidmouth, EX10 9JU. Variation of Condition 2 (plans condition) of planning consent 18/1779/MFUL (demolition of former care home and construction of 40 retirement apartments) to facilitate design changes.

Members were UNABLE TO SUPPORT 2 out of the 4 changes to the application for the following reasons:

- Members praised the original inclusion of the brick coins around the windows, building corners and doors as they enhanced the building, giving it interest and helping the new building fit in with the older buildings around the area.

- Members felt that the removal of the bay on the Drakes Avenue elevation would make the design look very square and felt that the bay enhanced the building.
- Members felt that the building is to be part of the gateway to Sidmouth and needed to be interesting.

Members SUPPORTED the changes to the refuse doors and the kitchen windows.

- 48** *19/0637/LBC* Mr Clive 2 Rivulet Cottages, Church Street, Sidford Sidmouth,
Sidford Ward Madge EX10 9RD. Remove chimney, replace 2no. windows and porch canopy on front (south). elevation. Remove wall finish in ground floor and inject damp course. Internal alterations to include: removal of partition wall and chimney breast on ground floor and first floor and roof space and remove ground floor ceilings and replace.

SUPPORT subject to the agreement of the Conservation Officers.

- 49** *19/1129/FUL* Mr O'Connor Milliways (Welwyn), Greenhead, Sidbury, Sidmouth,
Sidbury Ward EX10 0RH. Construction of single storey extensions.

SUPPORT

- 50** *19/1060/FUL* Mr & Mrs Roncombe Farm, Sidbury, Sidmouth, EX10 0QN. Construction
Sidbury Ward Leonard of two storey rear extension.

SUPPORT

- 51** *19/1069/FUL* King Thorn House, Salcombe Regis, Sidmouth, EX10 0JH.
Salcombe Regis Equestrian Replacement roof structure and finishes to existing stable block
Ward Centre and tack room.

SUPPORT

- 52** *19/1042/FUL* Mr & Mrs 42 Newlands Close, Sidmouth, EX10 9NP. Single storey
Primley Ward Burge extension above existing garage.

UNABLE TO SUPPORT

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

- Members felt that the proposal would be over development of the site.
- Members felt that the development would be detrimental to the amenity of the neighbours by reason of loss of light and overlooking.

- 53** *19/0952/LBC* Mr Ronald 32 Woolbrook Road, Sidmouth, EX10 9UZ. Remove internal
North Ward Loynd partition wall at ground floor and install structural beam.

SUPPORT subject to the agreement of the Conservation Officers.

- 54** *19/0806/LBC* Mrs Sue 45 - 47 High Street, Sidmouth, EX10 8LN. Removal of 2no.
East Ward Gwillim lobby doors currently forming the joint centered entrance;
removal and construction of partition walls and the addition of
doors to create separate WCs for unit one and two.

SUPPORT subject to the agreement of the Conservation Officer.

- 55** *19/0947/FUL* Mr Graham Flat 1, Norton Garth Court, Station Road, Sidmouth,
East Ward Gill EX10 8NY. Construction of garden room to replace
summerhouse.

UNABLE TO SUPPORT

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

- Members felt that the application was not in keeping with the character of the area due to the large size of the summerhouse.

- Members felt that it was over development of the site and detrimental to the listed buildings in the vicinity.
- Members felt that there would be an impact on the trees in the garden.

56 Tree Exemption Reports

No Tree Exemption Reports were received.

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

The Town Council has been given the required notification of the following tree works and may comment accordingly.

- a) 19/0940/TCA Mr Dan Cozens Woodlands Hotel, Station Road, Sidmouth, EX10 8HG.
 South Ward Monterey pine T1. Reduce lateral branches to east on southern stem by; removing 20% foliage area from limbs, targeting ends of branches, removing two or three 50mm - 75mm x 3m branches. Reduce northern stem by; reducing lowest northerly branch on stem to first side branch to north making a 350mm pruning cut. Reduce upper canopy of northern stem by 20% foliage area, removing five or six 75mm x 3m branches. Remove all dead wood greater than 50m in diameter.

NOTED

58 Unsupported Decisions

Planning Application 19/0788/FUL.
 Halfway House, Sidbury, Sidmouth, EX10 0QN.
 Construction of two storey side extension including balcony.

Town Council	District Council
Support	Refused

Planning Application 19/0932/FUL
 29 Furzehill, Sidbury, Sidmouth, EX10 0SQ.
 Construction of dormer window to rear.

Town Council	District Council
Did not support	Granted

59 Enforcement Letters

No Enforcement letters were received.

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CHAIR 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 17 June 2019 at 6.30 pm

Councillors present: Ian Barlow
David Barratt
Denise Bickley
Jack Brokenshire
Louise Cole
Charissa Evans
Deirdre Hounsom
John Rayson
Louise Thompson
Paul Wright

Apologies: Stuart Hughes, Chris Lockyear

The meeting started at 6.30pm and finished at 8.20pm

PART 'A'

1 Election of the Chair of the Tourism and Economy Committee

It was proposed by Councillor Barratt and seconded by Councillor Wright that Councillor Cole be elected Chair of Sidmouth Town Council's Tourism & Economy Committee for the forthcoming year. There being no other nominations, Councillor Cole was duly elected Chair of Sidmouth Town Council's Tourism & Economy Committee for the forthcoming year.

2 Appointment of the Vice-Chair of the Tourism and Economy Committee

It was proposed by Councillor Wright and seconded by Councillor Barlow that Councillor Thompson be appointed Vice-Chair of Sidmouth Town Council's Tourism & Economy Committee for the forthcoming year. There being no other nominations, Councillor Thompson was duly appointed Vice-Chair of Sidmouth Town Council's Tourism & Economy Committee for the forthcoming year.

3 Minutes

The Minutes of the Tourism & Economy Committee meeting held on Monday 11 March 2019 were signed as a true and accurate record.

4 Declarations of Interest

There were no Declarations of Interest received for items on this agenda.

5 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.

6 Information Centre Manager's Report & Financial Report

a) Jeff Bailey, Information Centre Manager, presented the Information Centre's report.

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

b) Jeff Bailey, Information Centre Manager, presented the Finance Report for the Financial Year End to March 2019 in respect of the Sidmouth Information Centre.

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

7 Town Guide Finance and Distribution Figures

The Town Clerk presented the Income and Expenditure Report for the Financial Year End to March 2019 and the latest Guide distribution figures for the period to May 2019.

RESOLVED: That:

1. the Town Guide Income and Expenditure Report be noted.
2. the May 2019 Guide distribution figures be noted.

8 Tourism and Promotion Strategy

Members were asked to consider the Town Clerk's report attached in the agenda. Members agreed that an informed and targeted strategy was desirable to help promote tourism and better understand visitors to the area.

RESOLVED: That:

1. A Tourism and Promotion Strategy Task and Finish Forum be set up to produce a Tourism and Promotion Strategy for Sidmouth and the Sid Valley area.
2. The Tourism and Promotion TaFF membership would be the Chair and Vice-Chair of the Tourism and Economy Committee with Councillors Barlow and Housom; in addition to this all Members of the Committee would be kept informed and consulted with via document sharing.
3. A Tourism Survey be carried out to research the tourism market in Sidmouth and provide detailed and reliable visitor data to inform the future Tourism Strategy.
4. The Town Clerk in consultation with the Chair and Vice Chair of the Tourism and Economy Committee continue promotion for 2019/20 within financial controls already approved.

9 Matters Raised by Invited Representatives

The following matters were raised by the invited representatives:

- The Chamber of Commerce would be running a 75th Anniversary of VE Day Street Party on Friday 8 May 2020. The Chair of the Council thought that the Council should be central to helping organise this event and suggested that an attempt to achieve a Guinness World Record for the biggest cream tea could also be held on that day.
- The deadline for applications to the Future High Street Fund was mid July; although it had been previously noted that this was not appropriate for Sidmouth as the District Council were supporting a bid from Axminster.
- The Coastal Communities Fund bid for Exmouth had been unsuccessful; Sidmouth Town Council would be informed of the reasons for this failed bid when the information was available.
- The Chamber of Commerce asked when access could be gained to the £330,000 S106 Tourism funding from the District Council. The Town Clerk reported that the District Council had asked the Town Council to approve a mechanism to spend these funds and that this would be raised at the next Council meeting.
- The Chamber of Commerce's next breakfast would be held on Wednesday 10 July when the speaker would be East Devon District Council's Leader, Councillor Ben Ingham.

10 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'

11 Advertising Rates

Members were asked to approve the advertising base rates for the 2020 Guide and Directory as outlined on the report attached to the agenda.

RESOLVED: That the current rates be frozen for the 2020 Guide and Directory.

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CHAIR OF THE TOURISM & ECONOMY COMMITTEE

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 2 - May 2019

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Council Services</u>				
Public Conveniences	0	0	31,000	31,000
Youth Service Support	0	7,500	40,000	32,500
Flower Beds, Planters & Watering	0	576	18,000	17,424
Christmas Lighting & Events	0	0	13,500	13,500
Donation to Christmas Lighting (Income)	0	0	-1,500	-1,500
Tourism Promotion	430	630	6,500	5,870
Verge Cutting, Town Maintenance & Weeding	896	1,792	9,500	7,708
Verge Cutting DCC Grant (Income)	0	0	-4,300	-4,300
Street Furniture	450	450	2,000	1,550
Sidmouth Information Centre	0	0	24,000	24,000
Drinking Fountain, Sidbury	-4	-4	100	104
Dog Hygiene Bins	0	0	1,000	1,000
Annual Report Printing/Distribution	0	0	800	800
War Memorials	0	0	100	100
Parish Paths Partnership Payments	281	393	0	-393
Parish Paths Partnership (Income)	0	0	0	0
	£2,053	£11,337	£140,700	£129,363

Discretionary Expenditure

Grants	16,140	16,140	16,000	-140
Sidmouth Folk Festival	32,000	32,000	32,000	0
Sidmouth Town Band	5,000	5,000	5,000	0
Sidmouth in Bloom	4,000	4,000	4,000	0
South West Museum Development	800	800	800	0
Air Display	0	2,205	10,000	7,795
Donation to Air Display (Income)	0	0	0	0
Sidmouth Hopper Bus	1,862	1,862	8,000	6,138
Donation to Hopper Bus (Income)	0	0	0	0
Swimming Platform	0	0	5,000	5,000
SVNP Community Actions	0	0	10,000	10,000
Community Infrastructure Levy (Income)	-4,370	-4,370	0	4,370
Woolley Bequest Payments	5,000	5,000	0	-5,000
Woolley Bequest (Income)	0	0	0	0
	£60,432	£62,637	£90,800	£28,163

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 2 - May 2019

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Woolcombe House</u>				
Services Gas/Water/Elec	612	612	3,500	2,888
Woolcombe House Business Rate	0	6,997	7,500	503
Woolcombe House (Loan Interest&Repayment)	0	0	14,890	14,890
Woolcombe House-General Maintenance	2,852	2,852	8,500	5,648
Woolcombe House Building Reserve	0	0	2,000	2,000
Council Chamber Hire (Income)	0	0	0	0
	£3,464	£10,461	£36,390	£25,929

Other Property

Alma Lane Field	0	0	500	500
Manstone Youth Centre	1,261	3,651	33,000	29,349
Manstone Sports and Play Areas	0	0	40,000	40,000
Long Park & Play Area	85	170	1,500	1,330
Seafront Amenity Building	1,432	3,594	20,000	16,406
Conservatory Maintenance	130	130	1,000	870
Fire Beacon Stewardship (Income)	0	0	0	0
Sidmouth Golf Club (Income)	0	0	-5	-5
Elec Pole Rent (Income)	0	-37	-40	-3
	£2,908	£7,508	£95,955	£88,447

Trust Property

The Ham

The Ham Ground Mtce	110	220	4,100	3,880
The Ham Other Mtce	372	372	3,500	3,128
The Ham Play Equipment	0	0	1,500	1,500
The Ham Reserve	0	0	2,000	2,000
The Ham 3Phase Power	90	90	1,800	1,710
The Ham Rent (Income)	-6,055	-6,435	-10,000	-3,565

Manstone

Manstone Land Ground Mtce	60	120	500	380
Manstone Other Maintenance	0	0	1,600	1,600
Manstone Reserve	0	0	2,000	2,000
Manstone Rent (Income)	-233	-233	-2,240	-2,007

Salcombe Regis

S.R. Allotment Field	0	0	0	0
S.R. Allotment Field Rent (Income)	0	0	0	0
S.R. Recreation Field	63	63	2,000	1,937
S.R. Recreation Field Rent (Income)	0	0	-525	-525
	-£5,593	-£5,803	£6,235	£12,038

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 2 - May 2019

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Members</u>				
Members/Chair's Allowances	0	0	6,000	6,000
Chair's Expenses	0	0	2,000	2,000
Members Expenses/Training	0	0	800	800
Elections	0	0	3,000	3,000
Civic & Hospitality	0	0	1,000	1,000
	£0	£0	£12,800	£12,800
<u>Staff</u>				
Salaries	7,760	15,520	92,000	76,480
Pensions	1,552	3,104	20,000	16,896
Staff Eye Tests	0	0	100	100
Training & Conferences	0	0	1,000	1,000
Officers Expenses	35	58	100	42
Tourism/Promotion Admin (Income)	0	0	-10,000	-10,000
	£9,347	£18,682	£103,200	£84,518
<u>Office Expenses</u>				
Postage	37	42	1,700	1,658
Stationery	89	125	1,700	1,575
Telephone	176	776	3,600	2,824
Subscriptions	108	1,908	2,250	342
Photocopier	188	188	1,500	1,312
Internet, website and webcams	0	500	3,000	2,500
Computer Software Contracts	0	0	1,200	1,200
Computer Maintenance Contingency	0	0	1,000	1,000
Advertisements	40	80	500	420
Audit	300	300	1,600	1,300
Insurance	0	0	5,000	5,000
Sundry	100	100	1,200	1,100
Bank Charges	4	13	200	187
Bank Interest Received (Income)	0	-116	-1,000	-884
	£1,042	£3,916	£23,450	£19,534

Sidmouth Town Council - Detailed Income and Expenditure Report Month 2 - May 2019

Expense Group Totals	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
Council Services	2,053	11,337	140,700	129,363
Discretionary Expenditure	60,432	62,637	90,800	28,163
Woolcombe House	3,464	10,461	36,390	25,929
Other Freehold Property	2,908	7,508	95,955	88,447
Trust Property	-5,593	-5,803	6,235	12,038
Members	0	0	12,800	12,800
Staff	9,347	18,682	103,200	84,518
Office Expenses	1,042	3,916	23,450	19,534
Precept Received	0	-254,765	-509,530	-254,765
Net Income over Expenditure	£73,653	-£146,027	£0	£146,027

Current/Deposit Bank Accounts

£798,695

of which

Woolley Bequest

£15,764

Earmarked Reserves

£470,672