

# SIDMOUTH TOWN COUNCIL



WOOLCOMBE HOUSE  
WOOLCOMBE LANE  
SIDMOUTH  
DEVON  
EX10 9BB

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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

26 January 2015

Dear Sir/Madam,

## Meeting of Sidmouth Town Council Monday 2 February 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

		<u>Page/s</u>
	<b><u>PART 'A'</u></b>	
1	<b>Prayers</b> Prayers will be taken by the Reverend Brian Hadfield.	
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 Mondays 5 and 19 January 2015.	3 – 10
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 or Report from the Chairman</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 are no items 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 January 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 7 and 21 January 2015.

11 – 20

10 **Reports from Members with Special Responsibilities**

10.1 Finance Report

To receive the Finance Report for December 2014.

21 – 24

10.2 Other Reports from Members with Special Responsibilities

To receive other notified reports from other Members.

11 **Police Consultation**

Devon and Cornwall's Police Commissioner, Tony Hogg, has launched a consultation process asking for residents views on what his force should focus its resources on. Although Sidmouth Town Council has not been invited to be a consultee, it has been suggested that Members may wish to give their views.

12 **Alma Lane Field**

The Sid Vale Association has requested permission to plant bulbs in the Alma Lane Field. To receive an update from the Town Clerk.

**Forthcoming Council and Committee meetings:**

- 4 February 2015 – Planning Committee
- 18 February 2015 – Planning Committee
- 2 March 2015 – Council
- 4 March 2015 – Planning Committee
- 9 March 2015 – Tourism & Economy Committee

**SIDMOUTH TOWN COUNCIL**  
**Minutes of the meeting of Sidmouth Town Council**  
**held at the Council Chamber, Woolcombe House, Sidmouth,**  
**on Monday 5 January 2015 at 6.30pm**

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

The meeting started at 6.30pm and finished at 7.45pm.

## **PART 'A'**

### **129 Prayers**

Prayers were taken by the Reverend Susie Williams.

### **130 Minutes**

The minutes of the meetings of the Town Council held on Monday 1 December 2014 were signed as a true and accurate record.

### **131 Declarations of Interest**

There were no Declarations of Interest received with respect to items on this agenda

### **132 Public Open Question Time**

- Cllr Barlow asked for an update with regard to Sidmouth Youth Club. Cllr Mrs Liverton responded that it was anticipated that Young Devon would be able to commence youth services by the end of January 2015, the leases were being drawn up by the County and Town Council's legal teams and a press statement would be made by Young Devon.

### **133 Police Report**

Sgt Andy Squires presented the police report for December 2014 which showed a total of 23 incidents compared to 31 incidents recorded in December 2013; representing a 25.8% decrease.

**134 Committee/Working Group Reports**

134.1 Planning Committee Reports

Councillor Dyson, Chairman of the Planning Committee presented the reports of the Planning Committee meetings held on Wednesdays 3 and 17 December 2014.

**RESOLVED:** That the Planning Committee reports be noted.

134.2 Tourism & Economy Committee Reports

Councillor Pollentine, Chairman of the Tourism & Economy Committee presented the reports of the Tourism & Economy Committee meeting held on Monday 8 December 2014.

**RESOLVED:** That the Tourism & Economy Committee report be noted.

**135 Reports from Members with Special Responsibilities**

135.1 Finance Report

Councillor Dyson presented the November 2014 Finance Report.

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

135.2 Sidmouth Hopper

Councillor Dyson presented his Sidmouth Hopper report.

**RESOLVED:** That Councillor Dyson's report be noted.

135.3 Rugby World Cup 2015

Councillor Pollentine reported on his attendance at a recent meeting held to encourage a Community Legacy for grass roots rugby teams from the rugby games played at Sandy Gate during the Rugby World Cup.

**RESOLVED:** That Councillor Pollentine's report be noted.

**136 Cycling Event 2015**

Alistair Cope from Velo Ventures gave a presentation and asked whether the Town Council would be interested in working together on a proposal to introduce and establish an annual cycling event in Sidmouth.

**RESOLVED:** That Sidmouth Town Council supports the proposal to introduce an annual cycling event in Sidmouth, but as this would require the involvement of the business community this item would, therefore, be discussed further at the next Tourism & Economy Committee meeting.

**137 Sidmouth Parish Church Patronage Fund**

The Patronage Secretary of Sidmouth Parish Church had written to invite the Town Council to continue its support by renewing its donation of £100 to commemorate its chosen date of 11 November.

**RESOLVED:** That Sidmouth Town Council would support the Sidmouth Parish Church Patronage Fund with a donation of £100.

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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 19 January 2015 at 6.30pm**

Ward	Councillors Present:
Sidmouth South	Kelvin Dent John Dyson
Sidmouth East	Frances Newth Simon Pollentine
Sidmouth West	Ann Liverton Graham Liverton Chris Wale
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, Stuart Hughes, Mary Jolly, Dawn Manley

The meeting started at 6.30pm and finished at 9.25pm.

**PART 'A'**

**138 Declarations of Interest**

Name	Item Number	Type	Action Taken	Details
Cllr Simon Pollentine	140 Sidmouth Folk Week	Personal	Remained in the Chamber during discussion and voting	Member of Sidmouth Folk Week Charity Board
Christopher Holland – Town Clerk	140 Sidmouth Town Band (Not debated)	Personal	Remained in the Chamber during discussion and voting	Member of Sidmouth Town Band
Cllr Frances Newth	140 Manor Pavilion/Arts Centre (Not debated)	Personal	Remained in the Chamber during discussion and voting	EDDC Manor Pavilion Cttee Member
Cllr Ian Barlow	140 Sand Bags (Not debated)	Personal	Remained in the Chamber during discussion and voting	Sand bag storage at garden centre
Cllr Wale	142 Apple Tree Preschool	Disclosable Pecuniary	Left the Chamber during discussion and voting	Wife is involved with Apple Tree Preschool

Cllr Wale	142 HCPT The Pilgrimage Trust	Disclosable Pecuniary	Left the Chamber during discussion and voting	Wife is an organiser of the HCPT Pilgrimage Trust trip
Cllr John Dyson	142 Sidmouth Arboretum	Personal	Remained in the Chamber during discussion and voting	Sidmouth Arboretum Cttee Member
Cllr Simon Pollentine	142 Sidmouth Arboretum	Personal	Remained in the Chamber during discussion and voting	Sidmouth Arboretum Cttee Member
Cllr Simon Pollentine	142 Vision Group for Sidmouth	Personal	Remained in the Chamber during discussion and voting	Sidmouth Arboretum Cttee Member
Cllr John Dyson	142 Walkers are Welcome	Personal	Remained in the Chamber during discussion but did not vote.	Member of Walkers are Welcome Cttee

**139 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.

**140 Proposed Estimates 2015/2016**

Councillor Dyson, Member with Special Responsibility for Finance, presented the report of proposed estimates for 2015/2016 which had been attached to the agenda for Members consideration.

**RESOLVED:** That:

- 1) the Town Council Precept for 2015/2016 be agreed at £413,328; representing £60.30 Parish Tax at Council Tax Band 'D' a year, which is an increase of £4.04.
- 2) the breakdown of estimates for 2015/2016 be agreed (as attached schedule).
- 3) in principle, Sidmouth Town Council would support Sidmouth Folk Week in the sum of £30,000 for the next five years, subject to the receipt of a satisfactory annual report to Council which outlined the future plans of the festival, a report showing how Town Council funds assisted the Children's Festival and Social Dance and included a copy of Sidmouth Folk Week's financial statements.

**141 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'**

**142 GRANT APPLICATIONS**

Members were asked to consider Grant applications for the financial year 2015/2016.

**RESOLVED:** That 2015/2016 Grants be allocated to organisations at a total of £10,690; as per the attached schedule.

.....  
CHAIRMAN OF THE COUNCIL

## SIDMOUTH TOWN COUNCIL 2015-2016 BUDGETS LISTING

<u>CODES</u>		<b>2015 - 2016 Budgets</b>
<b><u>Council Services</u></b>		
2282	Public Conveniences	£28,000
2269	Public Conveniences-Mtce Sidbury/Manstone	£1,000
2256	Flower Beds, Planters & Watering	£16,000
2240	Christmas Lighting & Switch-on	£8,800
2239	Donation to Christmas Lighting (Income)	-£1,500
2284	Sidmouth Hopper Bus	£8,000
2243	Notice boards and Fingerposts	£2,500
2281	Sidmouth Information Centre	£21,600
2245	Drinking Fountain, Sidbury	£100
2247	Annual Report Printing/Distribution	£1,000
		<hr/>
		<b>£85,500</b>
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<b><u>Discretionary Expenditure</u></b>		
1240	Grants	£12,000
2283	Folk Week, Children's Festival & Family Tickets	£25,000
2283	Folk Week Social Dance	£5,000
2289	Sidmouth Town Band	£2,000
1974	Boat Jetty (former Jurassic Coast Marine Links)	£25,000
2285	South West Museum Development	£800
2287	Dog Hygiene Bins	£600
2288	Sand bags	£1,500
2262	Youth Service Support	£24,000
1973	Seagull Management	£450
	Sidmouth App / Promotion	£2,000
		<hr/>
		<b>£98,350</b>
		<hr/>
<b><u>Woolcombe House</u></b>		
1111	Services Gas/Water/Elec	£3,800
2111	Woolcombe House Business Rate	£5,800
2130	Woolcombe House (Loan Interest&Repayment)	£14,890
2140	Woolcombe House-General Maintenance	£5,800
2141	Woolcombe House Grounds	£1,200
1961	Woolcombe House Building Reserve	£2,000
2139	Band Hut Repairs	£6,750
		<hr/>
		<b>£40,240</b>
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**2015 - 2016  
Budgets**

**CODES**

**Other Freehold Property**

2144	Alma Lane Field	£500
	Manstone Youth Centre	£12,000
2147	Manstone Sports and Play Areas	£5,000
2148	Long Park & Play Area (incl. Reserve)	£8,000
	Other additional Play Areas	£10,000
2150	Seafront Amenity Building	£20,000
2151	Stowford Community Centre	£5,000
2142	Conservatory Maintenance	£1,000
2146	Sidmouth Golf Club (Income)	-£5
2180	Elec Pole Rent (Income)	-£35

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**£61,460**

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**Trust Property**

**The Ham**

3340	The Ham Ground Mtce	£4,103
3341	The Ham Other Mtce	£2,500
3342	The Ham Play Equipment	£1,300
3343	The Ham Reserve	£2,000
3344	The Ham 3Phase Power	£500
3380	The Ham Rent (Income)	-£8,125

**Manstone**

3440	Manstone Land Ground Mtce	£500
3441	Manstone Other Maintenance	£1,600
3443	Manstone Reserve	£2,000
3480	Manstone Rent (Income)	-£950

**Salcombe Regis**

3180	S.R. Allotment Field Rent (Income)	-£1
3240	S.R. Recreation Field	£250
3280	S.R. Recreation Field Rent (Income)	-£2

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**£5,675**

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**Members**

2238	Members/Chairman's Allowances	£5,500
2235	Chairman's Expenses	£2,000
2237	Members Expenses/Training	£1,000
2261	Elections	£7,000
2236	Civic & Hospitality	£1,000
1968	Civic Regalia	£2,500

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**£19,000**

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**CODES****2015 - 2016  
Budgets****Staff**

1101	Salaries	£90,000
1103	Pensions	£18,000
1107	Staff Eye Tests	£100
1109	Training & Conferences	£1,000
2233	Officers Expenses	£100
1180	Tourism/Promotion Admin (Income)	-£10,000
		<hr/>
		<b>£99,200</b>

**Office Expenses**

1120	Postage	£1,500
1121	Stationery	£1,500
1122	Telephone	£3,000
1124	Subscriptions	£2,000
1125	Photocopier	£1,500
1127	Internet, website and webcams	£500
1161	Computer Software Contracts	£1,200
1960	Computer Maintenance Contingency	£3,000
1130	Advertisements	£500
1157	Audit	£1,600
2125	Insurance	£5,300
1119	Sundry	£1,200
		<hr/>
		<b>£22,800</b>

**Expense Group Totals****2015 - 2016  
Budgets**

Council Services	£85,500
Discretionary Expenditure	£98,350
Woolcombe House	£40,240
Other Freehold Property	£61,460
Trust Property	£5,675
Members	£19,000
Staff	£99,200
Office Expenses	£22,800
<b>Total Estimate</b>	<b>£432,225</b>
Council Tax Support Grant	£18,897
<b>Estimated Precept</b>	<b>£413,328</b>

<p><b>Represents Parish Tax at Council Tax Band 'D' £60.30</b></p>
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## SIDMOUTH TOWN COUNCIL GRANTS 2015/2016

### NAME OF ORGANISATION

APPLE TREE PRE-SCHOOL	250
BYES PRE-SCHOOL	250
CHICKS MOORLAND RETREAT	250
HCPT THE PILGRIMAGE TRUST	250
HEALTH AND LOCAL FOOD FOR FAMILIES	500
RELATE EXETER & DISTRICT	250
SID VALLEY HORTICULTURAL SOCIETY	100
SIDFORD SHORT MAT BOWLING CLUB	100
SIDMOUTH ARBORETUM	1,000
SIDMOUTH CARNIVAL	500
SIDMOUTH HELP LINK	1,000
SIDMOUTH HOT CROSS BUN FUND	100
SIDMOUTH PARISH CHURCH (CHURCH)	140
SIDMOUTH REGATTA	1,000
SIDMOUTH SAILING CLUB	750
SIDMOUTH SCIENCE FESTIVAL	1,500
SIDMOUTH SEA FEST 2015	750
SIDMOUTH SURF LIFESAVING CLUB	1,000
SIDMOUTH WALKING FESTIVAL	500
WALKERS ARE WELCOME (CONFERENCE)	500

**TOTALS**

**£10,690**

**Minutes of the meeting of  
Sidmouth Town Council's Planning Committee  
Held at the Council Chamber, Woolcombe House, Sidmouth,  
Wednesday 7<sup>th</sup> January 2015**

Councillors present:- John Dyson (Chairman)  
David Barratt (Vice-Chairman)  
David Addis  
Ian Barlow  
Jack Brokenshire  
Kelvin Dent  
John Hollick  
Ann Liverton  
Dawn Manley  
Ian McKenzie-Edwards  
Jeff Turner

Apologies Stuart Hughes  
Mary Jolly  
Graham Liverton  
Simon Pollentine

The meeting started at 6.30pm and finished at 7.45 pm.

**296 Declarations of Interest**

Declarations of Interest were received as follows:-

Name	Item Number	Type	Action Taken	Details
CLlr John Hollick	14/2963/FUL 1 Fairlawn Court, Sidmouth, EX10 8UR	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with applicant.
CLlr Ian McKenzie-Edwards	14/2991/FUL 2 Coulsdon Road, Sidmouth, EX10 9JJ	Disclosable pecuniary interest	Did not take part in discussion and voting.	Applicant is a Member of Sidmouth Town Council.
CLlr John Hollick	14/2991/FUL 2 Coulsdon Road, Sidmouth, EX10 9JJ	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with applicant.

**297 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.

**298 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.

**299 Matters of Report**

The Planning Clerk reported that a notice of intention to install 1x electronic communication apparatus pursuant to the Town and Country Planning (General Permitted Development Order) 1995 (as amended) and the Electronic Communications Code (Conditions and Regulations) 2003 (as amended) had been received at 1 Ridgeway Close, Sidbury, Sidmouth, EX10 0SN.

The Planning Clerk reported that clarification had been received from the Arboricultural Officer at East Devon District Council in respect of whether a landowner had a duty to plant a new tree to replace a tree blown over. The Arboricultural Officer has confirmed that replanting was only required if a tree was removed, uprooted or destroyed in contravention of a Tree Protection Order. If a tree was blown over then no person has uprooted it, removed it or destroyed it and as such there was no duty under the Town Country Planning Act 1990 to plant a new tree.

Members were of the view that this represented a gap in the relevant law and requested that a letter be sent to Mr. Hugo Squire MP making appropriate representations.

The Planning Clerk reported that a response has been received from Councillor Mrs Helen Parr explaining her decision in respect of application 14/1884/FUL Driftwood, 10 Connaught Close, Sidmouth, EX10 8TU under the Delegated Scheme for planning permissions.

**Applications for consideration**

<b>300</b>	14/2896/FUL <i>South Ward</i>	MR & MRS P LOVELESS	TREE TOPS, BOUGHMORE ROAD, SIDMOUTH, EX10 8SH Construction of open sided car port.
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Support

<b>301</b>	14/2963/FUL <i>South Ward</i>	MR & MRS MARTIN	1 FAIRLAWN COURT, SIDMOUTH, EX10 8UR Construction of two storey side extension.
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Support

<b>302</b>	14/2604/FUL <i>Sidford Ward</i>	MR COLEMAN	THE ANNEXE, 12 BROOK LANE, SIDFORD, SIDMOUTH, EX10 9PW Change of use of annexe to allow flexible use as holiday accommodation and residential annexe (retrospective application).
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*Amended plans received. Amendments related to alterations to the annex building to remove the ramp and door on the side elevation (replacing the door with a window) and create a new door on the rear (north) elevation with a step to garden level.*

The amendments to the proposal were not considered to be sufficient enough to alter the Committee's previous view:

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

- Members were of the view that the application was contrary to planning policy as the annexe building should only be occupied for purposes ancillary to the residential use of the dwelling known as 12 Brook Lane.
- Members considered that the proposed change of use would adversely affect the amenity of the neighbouring properties.

- 303** 14/2902/FUL MR PETER BLOOMFIELD SHERBROOKE, 87 SIDFORD ROAD, SIDMOUTH, EX10 9NJ  
*Primley Ward*
- Two storey and single storey extensions and associated works to form extended drive, retaining walls and patio area.
- Support
- 304** 14/3019/FUL MRS HELEN HARMS PLAYING FIELD, BYES LANE, SIDFORD, EX10 9QX  
*Sidford Ward*
- Change of use to create a wildlife and natural play garden, including construction of a viewing cabin and play equipment.
- Support
- 305** 14/2862/ADV NATIONAL TRUST SALCOMBE HILL CAR PARK, SALCOMBE HILL WOODS, SALCOMBE HILL ROAD, SIDMOUTH  
*Salcombe Regis Ward*
- Installation of 3 signs (visibility sign x 2, welcome and orientation sign x 1).
- Approved
- 306** 14/2975/FUL MR ANTHONY HILLIER COUNTERS COURT, (1-4) MILL STREET, SIDMOUTH  
*East Ward*
- Re-render boundary wall.
- Support
- 307** 14/2976/LBC MR ANTHONY HILLIER COUNTERS COURT, (1-4) MILL STREET, SIDMOUTH  
*East Ward*
- Re-render boundary wall.
- Support subject to the agreement of the Conservation Officer.
- 308** 14/2991/FUL MR & MRS I MCKENZIE- 2 COULSDON ROAD, SIDMOUTH, EX10 9JJ  
*Primley Ward* EDWARDS
- Construction of single storey extension.
- Support
- 309** **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)** 14/2823/TCA HILLSDON CEDAR SHADE, ALL SAINTS ROAD, SIDMOUTH, EX10 8EU  
*South Ward* MANAGEMENT
- T1 and T2 – Holm Oaks – Crown Reduction – Reduce spread/height by up to two metres maximum cut diameter 100mm. Existing crown spread by approximately 5 metres. Existing height approximately 10 metres.
- This application was withdrawn from the Agenda
- b)** 14/2856/TCA MR BURNELL LIME TREE HOUSE, MUTTERS MOOR LANE, SIDMOUTH, EX10 8RH  
*South Ward*
- T1, Red Oak – shorten second and third order branches by 1 – 2m to a suitable side branch on eastern aspect over the roof, leaving approximately 6m spread on eastern side.
- Works noted
- 310** **Tree Exemption Reports**  
No Tree Exemption letters were received.
- 311** **Unsupported Decisions**  
No unsupported decisions were received.

**312 Appeals**

No Appeals were received.

**313 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 21 January 2015**

Councillors present:- John Dyson (Chairman)  
David Addis  
Ian Barlow  
Jack Brokenshire  
Kelvin Dent  
John Hollick  
Ann Liverton  
Graham Liverton  
Ian McKenzie-Edwards  
Simon Pollentine  
Jeff Turner

Apologies David Barratt  
Mary Jolly  
Dawn Manley

The meeting started at 6.30pm and finished at 8.30 pm.

In the absence of the Vice-Chairman, Councillor Kelvin Dent was elected as Vice-Chairman for the meeting.

**PART 'A'**

**296 Declarations of Interest**

Declarations of Interest were received as follows:-

Name	Item Number	Type	Action Taken	Details
Cllr John Hollick	14/2963/FUL 1 Fairlawn Court, Sidmouth, EX10 8UR	Personal Interest	Remained in the Chamber during discussion and voting	Acquainted with applicant
Cllr Ian Barlow	14/2977/TCA School House, Salcombe Regis, Sidmouth, EX10 0JQ	Personal Interest	Remained in the Chamber during discussion and voting	Acquainted with applicant
Cllr Ian Barlow	14/2978/TCA Greystones (South of) Salcombe Regis, Sidmouth, EX10 0JQ	Personal Interest	Remained in the Chamber during discussion and voting	Acquainted with applicant

**297 Minutes**

The Chairman signed as a true and accurate record the Minutes of the Planning Committee meetings held on Wednesday 3<sup>rd</sup> December and 17<sup>th</sup> December 2014.

**298 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.

**299 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.

**300 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.

**301 Matters of Report**

The Planning Clerk reported that a notice of intention to install electronic communications apparatus pursuant to the Town and Country Planning (General Permitted Development Order) 1995 (as amended) and the Electronic Communications Code (Conditions and Regulations) 2003 (as amended) at:

Coreway, S/O Pippins, Coreway, Sidford, Sidmouth, EX10 9SD.

Alexandria Road, O/S 2a Alexandria Road, Sidmouth, EX10 9HB.

Salcombe Hill, S/O Combe Head, Salcombe Regis, Sidmouth, EX10 0JL.

**Applications for consideration**

- |            |   |                     |   |
|------------|---|---------------------|---|
| <b>302</b> | 14/3024/FUL<br><i>East Ward</i>           | MR C LODGE          | LIBRA COURT, FORE STREET, SIDMOUTH,<br>EX10 8SH<br><br>Formation of new pedestrian access and reconfiguration of shop including new shop window.  |
|            | Support                                   |                     |   |
| <b>303</b> | 15/0024/LBC<br><i>East Ward</i>           | MISS ANN DOWNING    | FLAT 1, GRENVILLE HOUSE, OLD FORE STREET,<br>SIDMOUTH, EX10 8LP<br><br>Replacement roof.<br><br>Support subject to the agreement of the Conservation Officer.   |
| <b>304</b> | 14/2902/FUL<br><i>Primley Ward</i>        | MR PETER BLOOMFIELD | SHERBROOKE, 87 SIDFORD ROAD, SIDMOUTH,<br>EX10 9NJ<br><br>Two storey and single storey extensions and associated works to form extended drive, retaining walls and patio area.<br><br><i>Amended plans received. Amendments relate to additional elevation plan received.</i> |
|            | Support                                   |                     |   |
| <b>305</b> | 14/3036/FUL<br><i>Salcombe Regis Ward</i> | MR & MRS WARD       | AMBERLEIGH, BEATLANDS ROAD, SIDMOUTH,<br>EX10 8JH<br><br>Construction of car port.  |
|            | Support                                   |                     |   |
| <b>306</b> | 14/3029/LBC<br><i>Sidbury Ward</i>        | MRS SAMANTHA FOX    | HATWAY COTTAGE, SIDBURY, SIDMOUTH,<br>EX10 0QR<br><br>Replacement two storey extension to dwelling.   |
|            | Deferred                                  |                     |   |



- 307** 15/0065/FUL CROWPITS SOLAR PARK LAND AT AND SOUTH OF CROWPITS,  
Sidbury Ward LTD COVERT PUTTS CORNER, SIDBURY  
Installation of point of connection cable route associated with solar photovoltaic park (subject of planning application 14/2423/FUL).

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

Members considered that the apparatus was unnecessary in the light of their objections to the solar photovoltaic park associated with it which is the subject of planning application 14/2423/FUL which is still under consideration.

- 308** 14/2963/FUL MR & MRS MARTIN 1 FAIRLAWN COURT, SIDMOUTH, EX10 8UR  
South Ward Construction of two storey side extension.  
*Amended plans received. Amendments relate to the addition of south elevation to proposals drawing.*
- Support
- 309** 15/0003/FUL MR & MRS FOXWELL 20 GLEBELANDS, SIDMOUTH, EX10 8UD  
South Ward Alterations and bathroom extension on east elevation; loft conversion including raising of roof ridge height and dormer windows on east and south elevations (revisions to planning permission 13/2517/FUL).

Support provided the glass in the windows on the east elevation were of obscure glazing.

Reason: To prevent loss of amenity and privacy to the neighbouring property.

(1 letter of objection was received)

**310 Tree Application for Decision**

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

- 15/0026/TRE MR I DAVIES MAGNOLIA COTTAGE, COBURG ROAD, SIDMOUTH,  
East Ward EX10 8NF  
T1, Magnolia: Fell

This application was withdrawn from the Agenda.

**311 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)** 14/2977/TCA MR MIKE NEWMAN SCHOOL HOUSE, SALCOMBE REGIS, SIDMOUTH,  
Salcombe Regis EX10 0JQ  
Ward G1, comprised of two Holly trees beside School House: Fell to coppice stools.  
Works noted *Amended specification – G1, comprised of two Holly trees beside School House: Fell to coppice stools.*
- b)** 14/2978/TCA MR MIKE NEWMAN GREYSTONES (SOUTH OF) SALCOMBE REGIS,  
Salcombe Regis SIDMOUTH, EX10 0JQ  
Ward T1 Eucalyptus – Fell.  
T2 Yew: Crown raise to one even height, based on 2 metres clearance over path.  
Works noted T3 Holly: Reduce 2 declining stems from western side, to healthy growth at 2 metres above ground level.

- c) 14/2823/TCA HILLSDON CEDAR SHADE, ALL SAINTS ROAD, SIDMOUTH,  
*South Ward* MANAGEMENT EX10 8EU  
 T1 and T2 – Holm Oaks – Crown Reduction – Reduce spread/height by up to two metres maximum cut diameter 100mm. Existing crown spread by approximately 5 metres. Existing height approximately 10 metres.  
*Amended specification*  
*T1. Pittosporum: Formative prune to balance crown from (max dia. cut 25mm) following reduction of the Holm Oak (T2).*  
*T2. Holm Oak (twin stem): Crown reduction by up to 2 metres retaining a tree height of 9 metres and a crown radius of between 3.5 to 5 metres.*
- Works noted
- d) 14/3015/TCA MR J GREENLESS OLD ORCHARD, BICKWELL VALLEY, SIDMOUTH,  
*South Ward* EX10 8SG  
 T1, Oak: Pollard at approximately 6 metres above ground level.
- This application was withdrawn from the Agenda
- e) 14/3016/TCA MR J GREENLESS BICKWELL GRANGE, BICKWELL VALLEY, SIDMOUTH,  
*South Ward* EX10 8SG  
 T1, Eucalyptus: Fell
- This application was withdrawn from the Agenda
- f) 15/0071/TCA MR C BULL BICKWELL COTTAGE, BICKWELL VALLEY, SIDMOUTH,  
*South Ward* EXD10 8SQ  
 T1, Cherry: Crown reduction by 2 metres (50mm diameter pruning cuts), T2, Holly: Fell, T3, Willow: Formative pruning (20mm diameter pruning cuts), T4, Myrtle: Prune to shape crown (15mm diameter pruning cuts), T5, Mimosa: Crown reduction by 2 metres (90mm diameter pruning cuts), T6, Magnolia: Crown reduction by 1.5 metres, formative prune and clear BT lines (50mm diameter pruning cuts), T7, Strawberry tree: Formative prune back to a height of 2 metres (20mm diameter pruning cuts).

This application was withdrawn from the Agenda.

**312 Proposal for the widening of the existing path to 2.5m between Lymebourne Park and Arcot Road, and to 3m through Long Park recreation ground, to form new cycle link at land between Lymebourne Park and Arcot Road, Sidmouth and land at Long Park, Sidmouth. Reference RT/DCC/3728/2015**

Devon County Council (Highways) have applied for planning permission to widen the existing path to 2.5m between Lymebourne Park and Arcot Road, and to 3m through Long Park recreation ground to form new cycle link.

Support

Councillor Graham Liverton requested that his vote against the proposal to support be recorded.

**313 Tree Exemption Reports**

No Tree Exemption letters were received.

**314 Unsupported Decisions**

No unsupported decisions were received.

**315 Appeals**

No Appeals were received.

**316 Enforcement Letters**

Brookview, Harcombe Lane, Sidford, Sidmouth, EX10 9QN.

Commercial signage fixed to wall by the shared driveway.

The Planning Clerk reported a letter from East Devon District Council regarding the placing of an advertisement on the front wall of the property at Brookview, Harcombe Lane, Sidford, Sidmouth, EX10 9QN.

This type of advertisement required advertisement consent under the Town and Country Planning Act Control of Advertisement Regulations 2007 because it was not attached to a commercial property.

In the circumstances there were two options available:

1. Remove the advertising board within 14 days of receipt of the letter.
2. Apply for advertisement consent to retain the advertisement.

Pizza Pronto, 3 Radway Place, Sidmouth, EX10 8PY

Erection of new flashing neon sign inside building to front of property.

The Planning Clerk reported a letter from East Devon District Council regarding the placing of a flashing neon opening sign in the front window at Pizza Pronto, 3 Radway Place, Sidmouth, EX10 8PY.

This type of sign required advertisement consent under the terms of the Town and Country Planning Act Control of Advertisements Regulations 2007 because advertisements displayed inside a building must not be illuminated or displayed within one metre of any window or other external opening through which they can be seen from outside the building.

In the circumstances there were two options available:

1. Remove the sign.
2. Apply for advertisement consent.

**317 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'**

**318 Unauthorised Advertisement – York Street, Sidmouth**

The Planning Clerk reported that an email had been received from East Devon District Council regarding an unauthorised advertisement in York Street Sidmouth. Despite the local planning authority advising the tenant that the sign either had to be removed or advertisement consent applied for, the advertisement remained in place and no application for advertisement consent had been received.

Sidmouth Town Council was asked whether it would support prosecution and the financial cost that this may occur.

**RESOLVED:**

Members unanimously agreed to support the local planning authority with prosecution.

.....  
**CHAIRMAN OF THE PLANNING COMMITTEE**

**Sidmouth Town Council - Detailed Income and Expenditure Report  
Month 9 - December 2014**

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<b><u>Council Services</u></b>				
Public Conveniences	0	0	27,000	27,000
Public Conveniences-Mtce Sidbury/Manstone	0	410	1,000	590
Flower Beds, Planters & Watering	0	14,226	16,000	1,774
Donation to Floral Features ( Income)	0	-1,025	0	1,025
Christmas Lighting & Switch-on	135	135	7,800	7,665
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)	0	-15,374	0	15,374
Notice boards and Fingerposts	0	1,300	1,300	0
Sidmouth Information Centre	2,000	19,000	24,000	5,000
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
	<b>£2,135</b>	<b>£41,765</b>	<b>£86,700</b>	<b>£44,935</b>

**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	396	396	1,500	1,104
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
	<b>£396</b>	<b>£51,457</b>	<b>£88,540</b>	<b>£37,083</b>

## Sidmouth Town Council - Detailed Income and Expenditure Report

### Month 9 - December 2014

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<b><u>Woolcombe House</u></b>				
Services Gas/Water/Elec	157	2,267	3,300	1,033
Woolcombe House Business Rate	0	5,652	5,800	148
Woolcombe House (Loan Interest&Repayment)	7,445	14,889	14,890	1
Woolcombe House-General Maintenance	353	3,443	5,500	2,057
Woolcombe House Grounds	76	736	1,000	264
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
	<b>£8,031</b>	<b>£27,127</b>	<b>£32,740</b>	<b>£5,613</b>
<b><u>Other Freehold Property</u></b>				
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	0	300	4,600	4,300
Long Park & Play Area	0	43	12,000	11,957
Seafront Amenity Building	178	5,641	20,000	14,359
Stowford Community Centre	8,120	8,120	15,000	6,880
Conservatory Maintenance	0	491	1,000	509
Sidmouth Golf Club (Income)	0	-5	0	5
Elec Pole Rent (Income)	0	-39	-30	9
	<b>£8,298</b>	<b>£13,126</b>	<b>£53,655</b>	<b>£40,529</b>
<b><u>Trust Property</u></b>				
<b><u>The Ham</u></b>				
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
<b><u>Manstone</u></b>				
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)	-238	-714	-950	-236
<b><u>Salcombe Regis</u></b>				
S.R. Allotment Field Rent (Income)	0	0	-100	-100
S.R. Recreation Field	0	205	250	45
S.R. Recreation Field Rent (Income)	0	-1	-1	0
	<b>-£238</b>	<b>-£6,242</b>	<b>£7,575</b>	<b>£13,817</b>

## Sidmouth Town Council - Detailed Income and Expenditure Report

### Month 9 - December 2014

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<b><u>Members</u></b>				
Members/Chairman's Allowances	0	5,215	5,500	285
Chairman's Expenses	0	560	2,000	1,440
Members Expenses/Training	82	393	450	57
Elections	0	0	5,000	5,000
Civic Hospitality	0	825	1,000	175
Civic Regalia	0	2,544	2,500	-44
	<b>£82</b>	<b>£9,537</b>	<b>£16,450</b>	<b>£6,913</b>
<b><u>Staff</u></b>				
Salaries	7,262	61,943	90,000	28,057
Pensions	1,425	12,557	16,000	3,443
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
	<b>£8,687</b>	<b>£74,427</b>	<b>£97,200</b>	<b>£22,773</b>
<b><u>Office Expenses</u></b>				
Postage	187	557	1,500	943
Stationery	141	844	1,500	656
Telephone	146	2,328	2,500	172
Subscriptions	25	1,964	1,900	-64
Photocopier	0	721	1,300	579
Internet, website and webcams	45	375	500	125
Computer Software Contracts	0	1,000	1,000	0
Computer Maintenance Contingency	0	887	3,000	2,113
Advertisements	0	105	500	395
Audit	0	1,600	1,600	0
Insurance	0	7,684	4,800	-2,884
Sundry	16	668	850	182
Bank Interest Received (Income)	-176	-1,309	0	1,309
	<b>£384</b>	<b>£17,424</b>	<b>£20,950</b>	<b>£3,526</b>

**Sidmouth Town Council - Detailed Income and Expenditure Report**  
**Month 9 - December 2014**

<b>Expense Group Totals</b>	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
Council Services	2,135	41,765	86,700	44,935
Discretionary Expenditure	396	51,457	88,540	37,083
Woolcombe House	8,031	27,127	32,740	5,613
Other Freehold Property	8,298	13,126	53,655	40,529
Trust Property	-238	-6,242	7,575	13,817
Members	82	9,537	16,450	6,913
Staff	8,687	74,427	97,200	22,773
Office Expenses	384	17,424	20,950	3,526
Precept Received	0	-381,578	-381,578	0
Council Tax Support Grant	0	-22,232	-22,232	0
<b>Net Income over Expenditure</b>	<b>£27,775</b>	<b>-£175,189</b>	<b>£0</b>	<b>£175,189</b>

**Current/Deposit Bank Accounts**

£532,335.84

*of which*

**Woolley Bequest**

£56,543.64

**Earmarked Reserves**

£200,034.73