

# SIDMOUTH TOWN COUNCIL



WOOLCOMBE HOUSE  
WOOLCOMBE LANE  
SIDMOUTH  
DEVON  
EX10 9BB

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VAT Reg. No. 142 3103 24  
25 June 2018

To: All Members of the Town Council  
Town Clerk

For information:

District Councillors for Sidmouth not on the Town Council  
County Councillor for Sidmouth not on the Town Council

Dear Sir/Madam,

## Meeting of Sidmouth Town Council Monday 2 July 2018 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 Chairman 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 |
|---|---|--------|
|   | <b><u>PART 'A'</u></b>  |        |
| 1 | <b>Prayers</b><br>Prayers will be taken by the Reverend Oliver Ward.  |        |
| 2 | <b>Apologies</b><br>To receive any apologies for absence.   |        |
| 3 | <b>Minutes</b><br>To confirm the minutes of the meeting of the Town Council held on Monday 4 June 2018.   | 4 – 6  |
| 4 | <b>Declarations of Interest</b><br>To receive any Members' declarations of interest in respect of items on the agenda.<br><br>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 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 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.)*
- 8 **Police Report**  
To receive the June 2018 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 30 May and 13 June 2018. 7 – 15
- 9.2 Tourism & Economy Committee  
To receive the report of the Tourism & Economy Committee meeting held on Monday 11 June 2018. 16 – 17
- 9.2 Sid Valley Neighbourhood Plan Steering Group  
To receive a short presentation from the Sid Valley Neighbourhood Plan Steering Group.
- 10 **Sid Valley Neighbourhood Plan Grant Application**  
To consider the attached request for funding from the Sid Valley Neighbourhood Plan Group. 18
- 11 **Reports from Members with Special Responsibilities**
- 11.1 Finance Report  
To receive the Finance Report for May 2018. 19 – 22
- 11.2 Other Reports from Members with Special Responsibilities  
To receive other notified reports from other Members.

**11 Manstone Skate Park**

Russ Holbert, of Maverick Industries, appointed preferred contractor for the renewal of Manstone Skatepark, will attend the meeting to give a presentation regarding the planning, consultation, design and funding application processes involved in the renewal of Manstone Skate Park.

**13 Post Office – Public Consultation – Branch Re-opening**

The Post Office branch previously located at 12 Woolbrook Road, Sidmouth, EX10 9UU was closed temporarily in November 2017 because the postmaster resigned, and the premises were withdrawn for Post Office use.

A new agent has been appointed and the Post Office will be incorporated into a convenience store; it is proposed to re-open this service at Gilletts Spar, 129 Temple Street, Sidmouth, EX10 9BH.

The Post Office are carrying out a local public consultation, ending on 18 July, and would welcome views on the proposal; these can be given at:

[www.postofficeviews.co.uk](http://www.postofficeviews.co.uk) stating the unique branch code of 319519.

**14 Devon County Council Consultation to Improve Library Services to Rural and Isolated Communities**

Devon County Council and Libraries Unlimited, which runs Devon's library service on the County Council's behalf, have launched consultation regarding improvements to the library service in rural and isolated communities in Devon. While libraries (static libraries) have evolved a lot over the years, introducing improvements to the services they offer and broadening their popularity to appeal to many, the mobile library and outreach service has remained unchanged. DCC wants to consider the opportunities to improve its mobile library and outreach service, to consider new ways that the service might be able to reach more people in rural communities.

Members are encouraged to view details of the consultation and how to take part are online at: <https://new.devon.gov.uk/haveyoursay/consultations/devon-library-outreach-service/>

**Forthcoming Council and Committee meetings:**

11 July 2018 – Planning Committee

25 July 2018 – Planning Committee

8 August 2018 – Planning Committee

13 August 2018 – Council

22 August 2018 – Planning Committee

**SIDMOUTH TOWN COUNCIL**  
**Minutes of the Meeting of Sidmouth Town Council**  
**held at the Council Chamber, Woolcombe House, Sidmouth,**  
**on Monday 4 June 2018 at 6.30pm**

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

The meeting started at 6.30pm and finished at 8.10pm.

## **PART 'A'**

### **24 Prayers**

Prayers were taken by the Father Paul Cummins.

### **25 Minutes**

The minutes of the meeting of the Town Council held on Monday 14 May 2018 were signed as a true and accurate record.

### **26 Declarations of Interest**

There were no Declarations of Interest received for this agenda.

### **27 Matters of Urgency or Report from the Chairman**

- Deirdre Housom reported that the SVNP team had applied for a Locality grant which may take up to four weeks to be received; she asked Members to consider underwriting expenditure up to a maximum of £3,000 whilst awaiting the grant payment.

**RESOLVED:** That the Town Council would underwrite SVNP expenditure up to a maximum of £3,000 whilst awaiting the grant payment.

### **28 Public Open Question Time**

- District Councillor Cathy Gardner commented that it would be good to have the Fisherman's Sheds area looking neat and tidy for when the former Drill Hall site was

marketed and sold as it could help increase the value of the whole area and help kick-start improvements in the area. The Chairman replied that this was already being dealt with by the Town Clerk who was liaising with current leaseholders and would report back to Council as Trustee as and when it was necessary.

- Councillor Dent asked Members to consider sending a letter of congratulations to Dominic Bess who was the first member of Sidmouth Cricket Club to be capped for England. He had scored a maiden half century in his first test match and took 3 wickets in his second test match to help England to victory. The Town Clerk replied that he would do so on behalf of the Town Council.

## **29 Sidmouth Lifeguard Beach Patrols**

Members received a presentation and information from Guy Russell and Phil Shepperd of Sidmouth Lifeboat who wished to start an organised Lifeguard Beach Patrol on Sidmouth beach for the six weeks school summer holiday; they were not requesting any funding towards this project.

**RESOLVED:** That Sidmouth Town Council congratulated Sidmouth Lifeboat for the initiative and fully supported the introduction of a Lifeguard Beach Patrol during the summer holidays and would assist in advertising and supporting the scheme where possible.

## **30 Fire Beacon Nature Reserve**

Toby Taylor, RSPB gave a report outlining the work being carried out by the RSPB whilst managing the Fire Beacon Nature Reserve on behalf of the Town Council.

**RESOLVED:** That Toby Taylor be thanked for his presentation and all the excellent land and wildlife management work carried out by the RSPB on behalf of the Town Council.

## **31 Police Report**

Sergeant Andy Squires presented the police report for May 2018 which showed a total of 50 incidents compared to 56 incidents recorded in May 2017; which is a 10.7% decrease on last year's figures.

## **32 Committee/Working Group Reports**

### 32.1 Planning Committee Reports

Councillor Earthy, Chairman of the Planning Committee, presented the reports of the Planning Committee meetings held on Wednesdays 16 May 2018.

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

### 32.2 Sid Valley Neighbourhood Plan Steering Group

Deirdre Hounsom gave a report of the work being carried out by the Sid Valley Neighbourhood Plan Steering Group Committee.

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

## **33 Reports from Members with Special Responsibilities**

### 33.1 Finance Report

a) In accordance with section 2.2 of the Town Council's Financial Regulations Members were asked to note that Councillor Wright, Member with Special Responsibility for Finance, had verified the bank reconciliations, for all accounts, as at the end of March 2018.

**RESOLVED:** That it be noted that Councillor Wright had verified the bank reconciliations, for all accounts, as at the end of March 2018.

b) Councillor Wright presented the April 2018 Finance Report.

**RESOLVED:** That the April 2018 Finance Report be noted and agreed.

### 33.2 Sidmouth Hopper Bus

Councillor Dent reported that this year's Hopper Bus service had started and the first week had been successful.

**RESOLVED:** That the Hopper Bus report be noted.

32.3 Manor Pavilion

Councillor Dyson reported that the Paul Taylor Mills summer season bookings were higher than in previous years and that this was an encouraging trend for helping to safeguard the future of the Theatre.

**RESOLVED:** That the report from Councillor Dyson be noted.

**34 Urban Fruit**

Cllr Wright proposed that Sidmouth Town Council purchased and planted fruit trees on public land around schools and in public parks. It was hoped that Keith Owen would support this proposal and there was potential to team up with another town via the Communities Together Fund.

**RESOLVED:** That the Town Council gave 'in principle' support for the planting of fruit trees around the town and for further investigative work to be carried out.

**35 Proposed Diversion of Public Footpath No. 60, Sidmouth**

The Public Rights of Way Warden, Devon County Council, had written to ask whether Members had any comments regarding the proposed diversion of footpath No. 60, Sidmouth.

**RESOLVED:** That the proposed diversion of footpath No. 60, Sidmouth be noted.

**36 Suspension and Exemption from Financial Regulations – Manstone Skate Park**

Members were asked to consider making a Suspension and Exemption from Financial Regulations to enable the appointment of a preferred contractor for the replacement of the Manstone Skate Park.

**RESOLVED:** That in line with Financial Regulation 18.2, Members agreed to the suspension of Standing Order 18(c) and Financial Regulation 11.1(b) to allow the appointment of Maverick Industries Ltd. as the preferred contractor for the Manstone Skate Park project.

**37 East Devon Polling Place Review 2018**

The District Council was carrying out a review of Polling Places and had asked for comments from the Town Council regarding venues used for polling stations.

**RESOLVED:** That the East Devon Polling Place Review 2018 be noted.

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CHAIRMAN OF THE COUNCIL

**Minutes of the meeting of  
Sidmouth Town Council's Planning Committee  
Held at the Sidford Social Hall, Byes Lane, Sidford, Sidmouth,  
Wednesday 30 May 2018**

Councillors present: - Ian Barlow (Chairman)  
Michael Earthey (Vice Chairman)  
Kelvin Dent  
John Rayson  
Simon Pollentine,  
Dawn Manley  
Jeff Turner  
Marc Kilsbie  
Ian McKenzie-Edwards

Also, present: - Jack Brokenshire  
John Hollick  
Stuart Hughes  
Gareth Jones

The meeting started at 6.30pm and finished at 8.05pm.

**30 Declarations of Interest**

Name	Item Number	Type	Action Taken	Details
Cllr Simon Pollentine	18/1094/MOUT Sidford Ward. Land East of Two Bridges, Two Bridges Road, Sidford.	Discloseable Interest	Remained in the Chamber during discussion but did not vote.	Rents storage space from applicant.
Cllr Simon Pollentine	18/0677/LBC East Ward Bath House, Prospect Place, Sidmouth, EX10 8AS.	Personal Interest	Remained in the Chamber during discussion but did not vote.	Acquainted with Applicant.

**31 Minutes**

The Minutes of the Planning Committee meetings held on the 2 and 16 May 2018 were signed as a true and accurate record.

**32 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.

**33 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.

**34 Urgent item or Amended Plans**

**Applications for consideration**

- 35** 18/1094/MOUT Sidford Ward Mr Tim & Mike Ford Land East of Two Bridges, Two Bridges Road, Sidford Outline application accompanied by an Environment Statement (with scale and appearance reserved) for the change of use of

agricultural land to employment land (B1, B8 and D1 uses) to provide 8,445 sqm of new floorspace, new highway access, cycle and footway, improvements to flood attenuation, building layout and road layout, new hedgerow planting and associated infrastructure.

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

- The proposed development did not comply with Strategy 26 of the Local Plan in that the applicant was proposing two highway access points. Were the application to be granted Members were of the view that only one access point at the Southern part of the site should be allowed.
- The proposed development would exacerbate flooding in an already regularly flooded area.
- The proposed development would be detrimental to the amenity of residents with an increase in traffic in the vicinity of the site and through the villages of Sidford and Sidbury resulting in additional air pollution, congestion and adversely impacting on the residents of surrounding properties.
- The proposed development would create a significant and detrimental visual impact in the countryside within the important Area of Outstanding Natural Beauty with an associated detrimental impact on the vital local Tourism industry.
- The proposed development could adversely affect the economic viability of Sidmouth's Town Centre.
- The need for the development had not been proven with the existing employment site at Alexandria Road still having capacity.

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

- Members objected to the loss of wildlife habitat and the detrimental effect this would have on wildlife including the bats identified on the site. Members objected to the removal of the hedgerow in Laundry Lane.
- The proposed development would be detrimental to the amenity of residents with an increase in traffic in the vicinity of the site and through the villages of Sidford and Sidbury resulting in additional noise pollution.
- The proposed development would be detrimental to the amenity of residents with an increase in light pollution. Members were concerned about the effect of light pollution on the nearby Norman Lockyer Observatory.
- Members were of the view that no large-scale retail units should be allowed on the site.
- Members were of the view that the Transport Assessment provided by the applicant is inadequate and that a further independent and more detailed Transport Assessment should be carried out.

Notes:

- Were the application to be granted, the ridge height of any building should not exceed 7metres with a maximum eaves height of 5metres. Members would not wish to see any flat roofs on any of the buildings.
- Were the application to be granted, no building should exceed 500 sqm in size.
- Were the application to be granted, and agreement with Devon County Council should be entered into securing the completion of the cycleway and footway between Sidbury.



- Devon County Council should be asked to re-examine the timing and phasing of the traffic control lights at Sidford Cross
- The impact on listed buildings in both Sidford and Sidbury should be minimised during construction and throughout the operation of the employment site
- Light pollution should be kept to a minimum by the use of environmentally acceptable LED/downlighting

(6 letters of objection had been received by the Town Council)

- 36** 18/0677/LBC Mr Stout Bath House, Prospect Place, Sidmouth, EX10 8AS  
East Ward Various works to include: remove existing small dormer and construct new dormer, replace 3no. sash windows at second floor, replace 3no. french doors at first floor on south west elevation, replace 2no. rooflight on north east elevation, removal of partition walls at third floor and construct partition walls to create en-suite and enlarge bedroom and removal of partition walls at first and second floor and reconfiguration of layout to flats
- SUPPORT subject to the agreement of the conservation officer.
- 37** 18/1087/FUL Mr Stephen Santander, Fore Street, Sidmouth, EX10 8HU  
East Ward Robbins Replacement of second floor window with door and installation of a replacement air conditioning unit on roof.
- SUPPORT
- 38** 18/1088/LBC Mr Stephen Santander, Fore Street, Sidmouth, EX10 8HU  
East Ward Robbins Replacement of second floor window with door and installation of a replacement air conditioning unit on roof.
- SUPPORT subject to the agreement of the conservation officer.
- 39** **Tree Applications for Decision**
- 40** 18/0843/TRE Mrs Fraser 1 Bennetts Hill, Sidmouth, EX10 9XH  
West Ward T1 Beech (DCC Owned on Bennetts Hill): Reduce via thinning to remove 15-20% leaf area removing 3-8m long branch sections to reduce height of tree by 3-4m and spread by up to 2m. Average pruning cuts to be 75mm in diameter with several cuts up to 100mm in diameter. Finished height to be approx. 20m and radial spread of 6m. Reason: The tree is causing excessive shade to neighbouring gardens, it is an untidy shape and there is some die back in the upper canopy. The neighbours are happy to pay for an appropriate crown reduction. The form of the tree lends itself to being reduced and the reduction will improve the amenity value of the tree.
- Deferred awaiting Arboricultural Officer report.
- 41** 18/0792/TRE Mr Aldam 87 Sidford High Street, Sidford, Sidmouth, EX10 9SA  
Sidford Ward T620 - T623, Monterey pine - dismantle and fell to as near ground level as possible. Reason: T620 has many cracked limbs and large diameter dead wood which if removed / shortened back will leave the tree with a large gap in the crown increasing the likelihood of further breakage in high winds. The remaining trees have asymmetric crowns having been suppressed and protected by T620.

Deferred awaiting Arboricultural Officer report.

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

No notification has been received.

**43 Tree Exemption Reports**

No Tree Exemption Reports were received.

**44 Unsupported Decisions**

Planning Application 18/0075/FUL. Land East of Trow Orchard, Salcombe Regis. Proposed single storey building for the storage of thatching materials.

Town Council

District Council

Unsupported

Approved

**45 Appeals**

Planning application APP/U1105/W/17/3189864. Land on south-west side of 114 Sidford Road, Sidmouth, Devon EX10 9PA. The development is to form a dwelling and access.

Decision: The appeal was dismissed.

The Planning Clerk reported that the decision has been made in respect of the above application.

**46 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 13 June 2018**

Councillors present: - Michael Earthey (Chairman)  
Kelvin Dent (Vice Chairman)  
John Rayson  
Simon Pollentine,  
Dawn Manley  
Jeff Turner  
Ian McKenzie-Edwards  
Ian Barlow

Also present: - David Barratt

The meeting started at 6.30pm and finished at 8.15pm.

**47 Declarations of Interest**

Name	Item Number	Type	Action Taken	Details
CLlr Kelvin Dent	18/1254/LBC North Ward Sidmouth Town Council, Woolcombe House, Woolcombe Lane, Sidmouth EX10 9BB 18/1018/LBC Salcombe Regis Ward. Hunters Moon Hotel, Sid Road, Sidmouth, EX10 9AA Installation of wall mounted Blue Plaque.	Personal Interest	Remained in the Chamber during discussion but did not vote.	Member of blue plaque committee.
All Councillors	18/1254/LBC North Ward Sidmouth Town Council, Woolcombe House, Woolcombe Lane, Sidmouth EX10 9BB	Personal Interest	Remained in the Chamber during discussion.	All are Members of Council.

**48 Minutes**

The Minutes of the Planning Committee meetings held on 30 May 2018 were signed as a true and accurate record.

**49 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.

**50 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.

**51 Urgent item or Amended Plans**

There were no urgent items or amended plans to be considered.

### Applications for consideration

- 52** 18/0452/FUL Mr Stephen Santander, Fore Street, Sidmouth, EX10 8HU  
East Ward Robbins Application of red vinyl to the inside of the glazing around the ATM.
- SUPPORT
- 53** 18/0453/LBC Mr Stephen Santander, Fore Street, Sidmouth, EX10 8HU  
East Ward Robbins Re-location of counter, new perforated red metal ceiling, additional customer private room by formation of stud wall. Addition of red vinyl manifestations around existing ATM. *Amended plans received relating to reduction in area of vinyl around ATM and change from red background to white: omission of internal ATM cupboard: and omission of digital media TV.*
- SUPPORT subject to the agreement of the conservation officer.
- 54** 18/1086/LBC Mr Finbarr Second Floor Flat, Wyndham Court, The Esplanade, Sidmouth, EX10 8BE  
East Ward Macklin Internal works to include the removal of the single partition separating lounge from the single bedroom and forming a door opening in existing partition adjacent to apartment entrance.
- SUPPORT subject to the agreement of the conservation officer.
- 55** 18/1253/LBC Mr Nigel Hyman Sidmouth Museum, Church Street, Sidmouth, EX10 8LY  
East Ward Replacement of commemorative plaque dedicated to Stephen Reynolds.
- SUPPORT
- 56** 18/1254/LBC Mr Christopher Sidmouth Town Council, Woolcombe House, Woolcombe Lane, Sidmouth EX10 9BB  
North Ward Holland Installation of wall mounted Blue Plaque.
- SUPPORT
- 57** 18/1197/FUL Mr Christopher 5 Primley Road, Sidmouth, EX10 9LB  
Primley Ward Cruise Construction of single storey side/rear extension.
- SUPPORT
- 58** 18/0922/FUL Mr And Mrs Amelance, Sidcliffe, Sidmouth, EX10 9QA  
Salcombe Harper Retention of detached garage (amended design to planning permission 17/0559/FUL).  
Regis Ward

### UNABLE TO SUPPORT

The amendments to the proposal were not considered to be sufficient enough to alter the Committee's previous view that the application could not be supported as it contravenes the local plan (D1 - Design and Local Distinctiveness: items 1, 2, 3) for the following reasons:

- The proposed design would be out of keeping with the character of the area.
- The proposed design would be detrimental to the street scene of the area and contrary to the policy of local design and distinctiveness.
- The proposed design should not be higher than the standard 2.5m or in front of the house line.
- The proposed design would be overbearing to neighbouring properties and should be at the same height of the lower end of the building.

**Further Resolution:** Members felt that the whole design was unsatisfactory and did not bear any resemblance to the original plans. Members considered that if the design was permitted it could be seen as acceptance of poor design. Members therefore requested that enforcement action should be taken.

- 59 18/1018/LBC Mr Martyn Fisher Hunters Moon Hotel, Sid Road, Sidmouth, EX10 9AA  
Salcombe Fisher Installation of wall mounted Blue Plaque.  
Regis Ward  
SUPPORT
- 60 18/1180/FUL Mrs Z Ellis 19 Green Mount, Sidmouth, EX10 9DB  
Salcombe Construction of raised platform.  
Regis Ward  
SUPPORT
- 61 18/1229/FUL Mr Neil Cooper Sid Meadow, Sid Road, Sidmouth, EX10 9AH  
Salcombe Extension to roof space, construction of single storey side  
Regis Ward extension, single storey rear extension with balcony over,  
construction of porch, roof lights to side, alteration to existing  
side facing window at 1st floor level, cladding to garage, and  
replacement windows.  
SUPPORT
- 62 18/1123/FUL Mr Ben Webb Castle Hill House, Greenhead, Sidbury, Sidmouth, EX10 0QD  
Sidbury Ward Conversion and extension of existing Coach House to provide a  
residential annexe.  
SUPPORT
- 63 18/1169/FUL Mrs Janet Hargreaves 1 Laundry Lane, Sidford, Sidmouth, EX10 9QR  
Sidford Ward Change of use to form 3no. B1 units, 3no. dwelling houses and  
1no. flat, and associated parking.  
SUPPORT
- NOTE: Members advised a restriction on working hour of 8am to 8pm for the B1 units.
- 64 18/1198/FUL Mr & Mrs G 6 Windsor Mead, Sidford, Sidmouth, EX10 9SJ.  
Sidford Ward Turner Construction of front dormer windows and garage.  
SUPPORT
- 65 18/1224/FUL Mr Nick Povey 29 Harcombe Lane, Sidford, Sidmouth, EX10 9QN.  
Sidford Ward Construction of rear extension.  
SUPPORT
- 66 18/1122/FUL Mr And Mrs R Manor Park, Broadway, Sidmouth, EX10 8HS.  
South Ward Sommers Construction of extension to front elevation, balconies,  
alterations to front facing dormer windows and new bay window  
to side elevation.  
SUPPORT
- 67 18/1185/FUL Mr & Mrs W Seafeld Lodge, Seafeld Road, Sidmouth, EX10 8HF.  
South Ward Hunt Construction of additional storey to existing bungalow.  
SUPPORT
- 68 18/1223/FUL Mr & Mrs Charnes (Ventonlace), Cottington Mead, Sidmouth, EX10 8HB.  
South Ward Beattie Construction of two storey side extension, single storey rear  
extension, dormer window with balcony to front and side facing  
roof lights.  
SUPPORT
- 69 18/1017/FUL Mrs J Gay The Lodge, Ice House Lane, Sidmouth, EX10 9DS.  
West Ward Conversion of existing roof space into additional accommodation  
with front and rear dormer window units including formation of  
rear balcony.

#### SPLIT DECISION

Members **supported** the conversion of existing roof space into additional accommodation with front and rear dormer window units and roof window but **were unable to support** the patio doors

and Juliet balcony as they felt that with the house being elevated, it would adversely impact the neighbouring property's due to overlooking. It was suggested that a window would be more suitable.

### Tree Applications for Decision

- 70** 18/0843/TRE Mrs Fraser 1 Bennetts Hill, Sidmouth, EX10 9XH. T1 Beech (DCC Owned on Bennetts Hill): Reduce via thinning to remove 15-20% leaf area removing 3-8m long branch sections to reduce height of tree by 3-4m and spread by up to 2m. Average pruning cuts to be 75mm in diameter with several cuts up to 100mm in diameter. Finished height to be approx. 20m and radial spread of 6m. Reason: The tree is causing excessive shade to neighbouring gardens, it is an untidy shape and there is some die back in the upper canopy. The neighbours are happy to pay for an appropriate crown reduction. The form of the tree lends itself to being reduced and the reduction will improve the amenity value of the tree.
- West Ward
- APPROVED subject to the conditions set out in the Arboricultural officer's report
- 71** 18/0792/TRE Mr Aldam 87 Sidford High Street, Sidford, Sidmouth, EX10 9SA. T620 - T623, Monterey pine - dismantle and fell to as near ground level as possible. Reason: T620 has many cracked limbs and large diameter dead wood which if removed / shortened back will leave the tree with a large gap in the crown increasing the likelihood of further breakage in high winds. The remaining trees have asymmetric crowns having been suppressed and protected by T620.
- Sidford Ward
- 1) APPROVED the felling of T620 subject to the conditions as set out in the Arboricultural officer's report
- 2) The felling of T621-623 is REFUSED for the reasons outlined in the Arboricultural Officer's report.
- 18/0897/TRE Mr Fisher Hunters Moon Hotel, Sid Road, Sidmouth, EX10 9AA.
- Salcombe T1, Wellingtonia - remove approximately four large dead limbs over road. T2, oak by entrance - reduce dead top to live growth
- Regis Ward pruning some live growth as necessary to a suitable pruning position.
- APPROVED subject to the conditions set out in the Arboricultural officer's report.
- 73** **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)** 18/1055/TCA Mrs Sarah Weir Lodge, Millford Road, Sidmouth, EX10 8DP.
- Salcombe Sparks Fell 3 Cupressus Macrocarpa on land adjacent to Weir Lodge T1, T2 and T3. T1 is growing in close proximity to Weir Lodge and its branches overhang the pathways. The roots are causing damage to the drives and paths, they are close to the foundations of Weir Lodge and may be cause damage to the underground drains and services. The roots have already lifted the foundations of the double garage, Tarmac drove and paths. In addition it is causing excessive shading and branches are
- Regis Ward

damaging overground cables. T2 and T3 are diseased/ dying and do not look healthy and may be at risk of falling.

Deferred awaiting Arboricultural Officer report.

**74 Tree Exemption Reports**

No Tree Exemption Reports were received.

**75 Unsupported Decisions**

Planning Application 18/0384/LBC and 18/. Rose Cottage, Harcombe, Sidmouth, EX10 0PR.  
Demolition of existing rear extensions and construction of single storey rear and side extensions on North West and North East elevations.

Town Council

District Council

Unsupported

Approved

**76 Appeals**

No appeals were reported

**77 Enforcement Letters**

No Enforcement letters were received.

.....  
**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 11 June 2018 at 6.30 pm**

Councillors present: - Simon Pollentine (Chairman)  
 Frances Newth (Vice Chairman)  
 Ian Barlow  
 David Barratt  
 Jack Brokenshire  
 Louise Cole  
 John Dyson  
 Stuart Hughes  
 Sheila Kerridge  
 Marc Kilsbie  
 Dawn Manley  
 Ian McKenzie-Edwards  
 John Rayson  
 Paul Wright

There were no apologies received for this meeting.

The meeting started at 6.30pm and finished at 8.20pm

**PART ‘A’**

**1 Minutes**

The Minutes of the Tourism & Economy Committee meeting held on Monday 12 March 2018 were signed as a true and accurate record.

**2 Declarations of Interest**

Name	Item Number	Type	Action Taken	Details
Cllr Marc Kilsbie	10 Advertising Rates	Disclosable Pecuniary	Left the Chamber during discussion and voting	Town Guide Advertiser

**3 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.

**4 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) The Chairman presented the Finance Report for the Financial Year End to March 2018 in respect of the Sidmouth Information Centre.

**RESOLVED:** That the Sidmouth Information Centre’s Finance Report be noted and agreed.

**5 Town Guide Finance and Distribution Figures**

The Chairman presented the Income and Expenditure Report for the Financial Year End to March 2018 and the latest Guide distribution figures for the period to May 2018.

**RESOLVED:** That:

- 1) the Town Guide Income and Expenditure Report for the Financial Year End to March 2018 be noted and agreed.



2) the May 2018 Guide distribution figures be noted.

**6 Voyage Travel Marketing Sidmouth Video**

The Town Clerk showed the Sidmouth video which was available on Visit Sidmouth’s Facebook page and YouTube as well as being shared by other tourism partners.

**RESOLVED:** That Members welcomed the inclusion of videos on the Visit Sidmouth Facebook page and encouraged its use and further videos.

**7 Red Arrows and Battle of Britain Memorial Flight**

The Town Clerk gave an update on the forthcoming Red Arrows and Battle of Britain Memorial Flight display in Sidmouth on Friday 24 August 2018 which would involve increased parking and traffic management processes.

**RESOLVED:** That the Town Clerk’s Red Arrows report be noted.

**8 Town Centre Viability**

Councillor Pollentine, Chairman of Tourism & Economy Committee with David Wheaton and Sally Mynard, Chamber of Commerce reported on the recent meeting convened by Hugo Swire MP which discussed town centre viability.

**RESOLVED:** That:

- 1) Hugo Swire MP be asked what will be done with the information gathered from the Independent Traders questionnaire that had been circulated.
- 2) Hugo Swire MP to be sent a copy of the draft Sid Valley Neighbourhood Plan along with the Business and Special Interest Group analysis report.
- 3) Hugo Swire MP be invited to meet with Town, District and County Council representatives, Sidmouth Chamber of Commerce and invited representatives of the Sidmouth hotels and guest houses.

**9 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’**

**10 Advertising Rates**

Members were asked to consider the advertising rates for the 2019 Guide and Directory as recommended by the Town Clerk.

**RESOLVED:** That the recommended rates be agreed.

.....  
CHAIRMAN OF THE TOURISM & ECONOMY COMMITTEE

Members will be aware that the Sid Valley Neighbourhood Plan Steering group are very near to finalising the Neighbourhood Plan after which it will be submitted to EDDC and then onward for outside Inspection. As Members may recall, the group recently applied to Locality for further funding of £3,000. The Town Council kindly agreed to underwrite this amount during the application process. The extra funding was to cover fees from our planning consultant to help us with the housing policies which provoked such a strong response from respondents, to prepare the Basic Conditions Statement and to pay the designers to make the many changes required to get the Neighbourhood Plan ready for submission to EDDC and onward to examination.

Unfortunately, the funding application not successful in securing a further grant from Locality. Therefore, in order to complete the Neighbourhood Plan we are asking Sidmouth Town Council to approve rather than underwrite the permanent funding of the £3,000. We currently have approximately £500 of the original budget remaining and we have received firm quotes from our consultants for the outstanding work. I want to emphasise that there will be no more consultancy fees after these final pieces of work have been completed.

We look forward to a favourable decision so that we can progress as fast as possible towards completion of the Neighbourhood Plan process.

Regards

Sincerely

Deidre Housom, Chair of the Sid valley Neighbourhood Plan Steering Group

**Sidmouth Town Council - Detailed Income and Expenditure Report  
Month 2 - May 2018**

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<b><u>Council Services</u></b>				
Public Conveniences	28,709	28,709	30,000	1,291
Youth Service Support	0	7,500	30,000	22,500
Flower Beds, Planters & Watering	557	557	17,000	16,443
Christmas Lighting & Events	0	0	12,000	12,000
Donation to Christmas Lighting (Income)	0	0	-1,500	-1,500
Sidmouth Hopper Bus	792	792	18,000	17,208
Donation to Hopper Bus (Income)	-50	-50	0	50
Street Furniture	0	0	2,000	2,000
Sidmouth Information Centre	0	5,000	26,600	21,600
Drinking Fountain, Sidbury	25	25	100	75
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	562	577	0	-577
Parish Paths Partnership (Income)	0	-500	0	500
	<b>£30,595</b>	<b>£42,610</b>	<b>£136,100</b>	<b>£93,490</b>

**Discretionary Expenditure**

Grants	0	15,578	16,000	422
Folk Week, Children's Festival & Family Tickets	0	25,000	25,000	0
Folk Week Social Dance	0	5,000	5,000	0
Sidmouth Town Band	0	4,000	4,000	0
Sidmouth in Bloom	0	3,000	3,000	0
South West Museum Development	0	0	800	800
Sand bags	0	0	0	0
Tourism Promotion	243	243	8,000	7,757
Donation to use of Party Tent (Income)	0	0	0	0
Red Arrows Display	0	0	6,000	6,000
Donation to Red Arrows Display (Income)	0	0	0	0
Neighbourhood Plan	565	565	12,500	11,935
Neighbourhood Plan Grants (Income)	0	0	0	0
Port Royal Regeneration	0	0	10,000	10,000
Grass Verge Cutting & Town Maintenance	1,166	1,591	8,000	6,409
Grass Verge Cutting DCC Grant (Income)	-4,298	-4,298	0	4,298
Additional Main Roads Weeding	0	0	1,500	1,500
Woolley Bequest Payments	0	5,000	0	-5,000
Woolley Bequest (Income)	0	0	0	0
	<b>-£2,324</b>	<b>£55,679</b>	<b>£99,800</b>	<b>£44,121</b>

## Sidmouth Town Council - Detailed Income and Expenditure Report

### Month 2 - May 2018

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<b><u>Woolcombe House</u></b>				
Services Gas/Water/Elec	129	129	3,500	3,371
Woolcombe House Business Rate	0	3,420	6,500	3,080
Woolcombe House (Loan Interest & Repayment)	0	0	14,890	14,890
Woolcombe House-General Maintenance	641	769	8,000	7,231
Woolcombe House Building Reserve	0	0	2,000	2,000
Council Chamber Hire (Income)	0	0	0	0
	<b>£770</b>	<b>£4,318</b>	<b>£34,890</b>	<b>£30,572</b>

### **Other Property**

Alma Lane Field	27	27	500	473
Alma Lane Field (Income)	0	0	0	0
Manstone Youth Centre	990	3,510	18,000	14,490
Manstone Youth Centre (Income)	0	0	0	0
Manstone Sports and Play Areas	1,705	1,705	40,000	38,295
Long Park & Play Area	1,255	1,255	1,500	245
Seafront Amenity Building	12,691	14,794	20,000	5,206
Conservatory Maintenance	0	0	1,000	1,000
Fire Beacon Stewardship (Income)	-5,007	-5,007	0	5,007
Sidmouth Golf Club (Income)	0	0	-5	-5
Elec Pole Rent (Income)	0	-37	-40	-3
	<b>£11,661</b>	<b>£16,247</b>	<b>£80,955</b>	<b>£64,708</b>

### **Trust Property**

#### **The Ham**

The Ham Ground Mtce	2,419	2,419	4,100	1,681
The Ham Other Mtce	115	115	2,500	2,385
The Ham Play Equipment	0	0	1,500	1,500
The Ham Reserve	0	0	2,000	2,000
The Ham 3Phase Power	52	52	1,600	1,548
The Ham Rent (Income)	-350	-2,135	-9,000	-6,865

#### **Manstone**

Manstone Land Ground Mtce	420	420	500	80
Manstone Other Maintenance	1,300	1,300	1,600	300
Manstone Reserve	0	0	2,000	2,000
Manstone Rent (Income)	0	0	-990	-990

#### **Salcombe Regis**

S.R. Allotment Field	0	0	0	0
S.R. Allotment Field Rent (Income)	0	0	0	0
S.R. Recreation Field (water)	54	54	250	196
S.R. Recreation Field Rent (Income)	0	-80	-525	-445
	<b>£4,010</b>	<b>£2,145</b>	<b>£5,535</b>	<b>£3,390</b>

## Sidmouth Town Council - Detailed Income and Expenditure Report Month 2 - May 2018

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<b><u>Members</u></b>				
Members/Chairman's Allowances	0	0	5,000	5,000
Chairman's Expenses	0	0	2,000	2,000
Members Expenses/Training	60	60	800	740
Civic & Hospitality	44	44	1,000	956
	<b>£104</b>	<b>£104</b>	<b>£8,800</b>	<b>£8,696</b>
<b><u>Staff</u></b>				
Salaries	7,575	15,151	92,000	76,849
Pensions	1,465	2,930	20,000	17,070
Staff Eye Tests	0	0	100	100
Training & Conferences	0	0	1,000	1,000
Officers Expenses	16	16	100	84
Tourism/Promotion Admin (Income)	0	0	-10,000	-10,000
Advert Planning Fees (Income)	0	0	0	0
	<b>£9,056</b>	<b>£18,097</b>	<b>£103,200</b>	<b>£85,103</b>
<b><u>Office Expenses</u></b>				
Postage	40	40	1,600	1,560
Stationery	68	202	1,500	1,298
Telephone	181	181	3,500	3,319
Subscriptions	0	1,949	2,000	51
Photocopier	193	193	1,500	1,307
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	0	0	500	500
Audit	300	300	1,600	1,300
Insurance	0	0	5,000	5,000
Sundry	44	44	1,200	1,156
Bank Charges	10	15	200	185
Bank Interest Received (Income)	-87	-87	0	87
	<b>£749</b>	<b>£3,337</b>	<b>£23,800</b>	<b>£20,463</b>

## Sidmouth Town Council - Detailed Income and Expenditure Report

### Month 2 - May 2018

<b>Expense Group Totals</b>	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
Council Services	30,595	42,610	136,100	93,490
Discretionary Expenditure	-2,324	55,679	99,800	44,121
Woolcombe House	770	4,318	34,890	30,572
Other Freehold Property	11,661	16,247	80,955	64,708
Trust Property	4,010	2,145	5,535	3,390
Members	104	104	8,800	8,696
Staff	9,056	18,097	103,200	85,103
Office Expenses	749	3,337	23,800	20,463
Precept Received	0	-244,234	-488,467	-244,233
Council Tax Support Grant	0	-2,307	-4,613	-2,306
<b>Net Income over Expenditure</b>	<b>£54,621</b>	<b>-£104,004</b>	<b>£0</b>	<b>£104,004</b>

#### **Current/Deposit Bank Accounts**

£667,518

*of which*

#### **Woolley Bequest**

£20,591

#### **Earmarked Reserves**

£403,841