

SIDMOUTH TOWN COUNCIL



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SIDMOUTH
DEVON
EX10 9BB

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To: All Members of the Town Council
Town Clerk

27 January 2020

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

Dear Sir/Madam,

Meeting of Sidmouth Town Council Monday 3 February 2020 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 6 and 20 January 2020. | 4 – 12 |
| 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 two items which the Town 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 Town 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 January 2020 Police Report.

(Members are asked to notify Sergeant Andrew Squires and the Town 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 Wednesdays 8 and 22 January 2020.

13 – 19

8.2 Environment Committee Report

To receive the report of the Environment Committee meeting held on Monday 13 January 2020.

20 – 22

8.3 Other Reports from Working Groups

To receive any notified reports from Chairs of Working Groups, if required.

9 **Reports from Members with Special Responsibilities**

9.1 Finance Report

To receive the Finance Report for December 2019

23 – 26

9.2 Other Reports from Members with Special Responsibilities

To receive other notified reports from other Members.

10 **Presentation of Fairtrade Renewal certificate**

A Member of the Sidmouth Fairtrade Committee will attend the meeting to formally present the latest Sidmouth Fairtrade certificate.

11 **Stowford Community Centre – Electric Car Charging Points**

Bob Weeks, Stowford Community Centre CIC, has written to report that he will be installing two electric car charging points at the centre and has asked the Town Council to consider paying for one of the points. The cost will be approximately £2,500 each and the Town Council currently holds an Earmarked Reserve of £10,000 as a Stowford Community Centre building reserve.

12 **EDDC Careful Choices**

Due to the detailed and individual approach of the questionnaire, Members are recommended to fill out the East Devon District Council 'Careful Choices' survey at: <https://eastdevon.gov.uk/community-engagement/careful-choices/if-you-didnt-receive-a-careful-choices-questionnaire-in-the-post/>

13 **Section 106 Open Spaces Funding**

Following further consultation with Manstone Youth Centre by East Devon District Council, Members are asked by East Devon District Council to confirm their recommendation of August 2019 that "That the allocation for open space funding of £20,148.75 be used towards the new Skate Park at Manstone Recreation Ground".

14 **Exclusion of the Public and Press**

The Vice-Chairman of the Council to move the following:

"that under the Public Bodies (Admission to Meetings) Act 1960

the public (including the press) be excluded from the meeting due to the confidential nature of its contents."

PART 'B'

15 **Sidmouth Hopper Bus**

To consider the attached Hopper Bus report from Councillor Kelvin Dent.

27 – 30

16 **Chair's Trust Fund/Expenses**

To consider a proposal from the Chair, Councillor Barlow.

Forthcoming Council and Committee meetings:

5 February 2020 – Planning Committee

19 February 2020 – Planning Committee

2 March 2020 – Council

4 March 2020 – Planning Committee

9 March 2020 – Tourism & Economy Committee

18 March 2020 – Planning Committee

SIDMOUTH TOWN COUNCIL
Minutes of the Meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 6 January 2020 at 6.30pm

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

The meeting started at 6.30pm and finished at 8.50pm.

PART 'A'

95 Minutes

The minutes of the meeting of the Town Council held on Monday 2 December 2019 were signed as a true and accurate record.

96 Declarations of Interest

There were no declarations of interest received for items on this agenda.

97 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.

98 Police Report

Sgt Andy Squires presented the December police report which showed a decrease of 24% from 50 crimes in December 2018 to 38 in December 2019.

99 Committee/Working Group Reports

99.1 Planning Committee Reports

Councillor Dent, Chair of the Planning Committee, presented the report of the Planning Committee meetings held on Wednesdays 4 and 18 December 2019.

RESOLVED: That the Planning Committee reports be noted.

99.2 Tourism & Economy Committee Report

Councillor Cole, Chair of the Tourism & Economy Committee, presented the report of the Tourism & Economy Committee held on Monday 9 December 2019.

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

99.3 Environment Committee Report

Councillor Bickley, Chair of the Environment Committee, reported that How to Reduce Carbon Footprint consultation document would be discussed at the next Environment Committee meeting and asked Members for delegated powers to respond to the consultation on behalf of the Town Council.

RESOLVED: That the Environment Committee report be noted, and powers be delegated to the Environment Committee to respond to the DCC consultation on behalf of the Town Council.

100 Reports from Members with Special Responsibilities

100.1 Finance Report

In the absence of the Member with Special Responsibility for Finance, the Town Clerk presented the Finance Report for November 2019.

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

101 Update on the Sidmouth and East Cliff Beach Management Plan

Councillor Geoff Jung, EDDC Portfolio Holder for the Environment, presented to Members an update with regard to the Sidmouth and East Cliff Beach Management Plan. He reported that a test glass splash barrier panel would be installed on The Esplanade during the month of January.

RESOLVED: That Councillor Jung be thanked for his presentation.

102 British Telecom – Consultation of Removal of Phone Boxes

EDDC had been consulted by BT on proposals for the removal of a total of 11 public payphones across the district; notices had been posted on the affected phones advising users of BT's intentions.

One of the payphones included was that at Connaught Gardens, Peak Hill Road, Sidmouth, EX10 8RZ, from which there had been only 3 calls made in the last 12 months. The consultation process also gave the local community the opportunity to adopt the traditional red 'heritage' phone box and make it an asset that local people could enjoy.

The Town Council was asked whether it wished to object to the removal of the payphone or adopt the phone box at a transfer cost of £1.

RESOLVED: That Sidmouth Town Council did not object to the removal of the glass and steel payphone at Connaught Gardens.

103 Provision of Additional Public Conveniences – Seafront Amenity Building

Members were asked to confirm using the current CIL reserve of £7,497.81, together with £6,502.19 from Earmarked Reserves, for the build cost of the provision of three new public conveniences at the Seafront Amenity Building, as agreed by Members at their Pre-Budget meeting in October 2019.

RESOLVED: That it be confirmed that the CIL reserve of £7,497.81 be used together with £6,502.19 from Earmarked Reserves, for the build cost of the provision of the three new public conveniences at the Seafront Amenity Building.

104 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'

105 Sidmouth in Bloom 2020 – Request for Special funding

Members were asked to consider a request from Sidmouth in Bloom for additional funding with regard to their RHS National Campaign in 2020. The Chair of the Council reported that it was understood that Sidmouth in Bloom's budget would have to be significantly increased to enable their entry into the RHS National Campaign, at the same time as the regular funding from the Keith Owen fund being cut.

RESOLVED: That the 2020 budget for Sidmouth in Bloom be increased, by 1% of the overall Sidmouth Town Council precept, up to a maximum of £10,000.

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CHAIR OF THE COUNCIL

SIDMOUTH TOWN COUNCIL
Minutes of the Meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 20 January 2020 at 6.30pm

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

The meeting started at 6.30pm and finished at 7.40pm.

*In the absence of Councillor Barlow, Councillor Turner acted as
Vice-Chairman for this meeting.*

PART 'A'

106 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr John Loudoun	Sidmouth Primary School	Personal	Remained in the Chamber during discussion and voting	Sidbury CofE School Governor
Cllr John Loudoun	Sidmouth Trust	Personal	Remained in the Chamber during discussion and voting	Trustee of Sidmouth Trust
Cllr Deirdre Hounsom	Sid Valley HELP	Personal	Remained in the Chamber during discussion and voting	Trustee of Sid Valley HELP
Cllr Denise Bickley	Sidmouth Surf Lifesaving Club	Personal	Remained in the Chamber during discussion and voting	Son is member of Sidmouth Surf Lifesaving Club
Cllr Chris Lockyear	Sidmouth Science Festival	Personal	Remained in the Chamber during discussion and voting	Member of Sidmouth Science Festival Committee
Cllr Louise Cole	Seafest 2020	Personal	Remained in the Chamber during discussion and voting	A Director of Sidmouth Coastal Community Hub CIC
Cllr Stuart Hughes	Sid Valley Radio	Personal	Remained in the Chamber during discussion and voting	Presenter for Sid Valley Radio
Cllr Paul Wright	Sidmouth Day Care Nursery	Personal	Remained in the Chamber during discussion and voting	Wife is employee of Sidmouth Day Care Nursery

107 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.

108 Proposed Estimates 2020/2021

Deputy Member with Special Responsibility for Finance, Councillor Chris Lockyear, presented the proposed estimates report for 2020/2021 which had been attached to the agenda for Members consideration.

RESOLVED: That:

1. the Town Council precept for 2020/2021 be set at £591,120 representing £84.04 Parish Tax at Council Tax Band 'D'.
2. the breakdown of estimates for 2020/2021 be agreed (as attached schedule).
3. Councillor Lockyear be commended for his budget presentation which will be emailed to all Members.
4. the Town Clerk to issue a press release written in conjunction with the Chair, Vice-Chair and the Chair of the Tourism & Economy Committee.

109 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'

110 Grant Applications

Members were asked to consider Grant applications for the financial year 2020/2021.

RESOLVED: That:

1. 2020/2021 Grants be allocated to organisations, as per the attached schedule, at a total of £16,400; £16,000 from the 2020/21 budget, £360 from the remaining Earmarked Reserve and £40 from General reserves.
2. £5,800 be provisionally allocated from the 2021/2022 to 2023/24 Grants budgets as 'in principle' support for various festival and events.
3. the possibility of school and pre-school grant allocations being considered on a proportional representation basis of numbers of children attending, to be considered for the 2021/22 grant allocations.
4. a link to Sid Valley Radio be included on the Sidmouth Town Council website.

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CHAIR OF THE COUNCIL

SIDMOUTH TOWN COUNCIL 2020-2021 BUDGETS LISTING

<u>CODES</u>		2020 - 2021
		<i>Budget</i>
100	<u>Council Services</u>	
4100	Public Conveniences	£32,000
4110	Youth Service Support	£40,000
4120	Flower Beds, Planters & Watering	£18,000
4130	Christmas Lighting & Events	£13,500
1000	Donation to Christmas Lighting (Income)	-£1,500
4140	Tourism Promotion	£50,000
4150	Verge Cutting, Town Maintenance & Weeding	£9,500
1010	Verge Cutting DCC Grant (Income)	-£4,500
4170	Street Furniture	£5,000
4180	Sidmouth Information Centre	£30,000
4190	Water Fountains & Defib Mtce	£700
4200	Dog Hygiene Bins	£1,000
4240	War Memorials	£100
		<hr/>
		£193,800
		<hr/> <hr/>
110	<u>Discretionary Expenditure</u>	
4300	Grants	£16,000
4310	Sidmouth Folk Festival	£33,000
4320	Sidmouth Town Band	£5,000
4330	Sidmouth in Bloom	£10,000
4340	South West Museum Development	£800
4350	Air Display	£10,000
4360	Sidmouth Hopper Bus	£13,000
4381	Environment Committee	£5,000
		<hr/>
		£92,800
		<hr/> <hr/>
120	<u>Woolcombe House</u>	
4500	Services Gas/Water/Elec	£3,600
4510	Woolcombe House Business Rate	£7,600
4520	WH (Loan Interest&Repayment)	£14,890
4530	Woolcombe House General Maintenance	£8,500
		<hr/>
		£34,590
		<hr/> <hr/>

		2020 – 2021 Budget
130	<u>Other Freehold Property</u>	
4600	Alma Lane Field	£500
4610	Manstone Youth Centre	£50,000
4620	Manstone Sports and Play Areas	£40,000
4630	Long Park & Play Area	£1,500
4640	Seafront Amenity Building	£30,000
4650	Conservatory Maintenance	£1,000
4680	Fire Beacon Nature Reserve	£7,000
1320	Sidmouth Golf Club (Income)	-£5
1330	Elec Pole Rent (Income)	-£40
		<hr/>
		£129,955
		<hr/> <hr/>
140	<u>Trust Property</u>	
	<u>The Ham</u>	
4750	The Ham Ground Mtce	£4,100
4760	The Ham Other Mtce	£4,000
4770	The Ham Play Equipment	£1,500
4780	The Ham Reserve	£2,000
4790	The Ham 3Phase Power	£1,800
1400	The Ham Rent (Income)	-£12,000
	<u>Manstone</u>	
4800	Manstone Land Ground Mtce	£500
4810	Manstone Other Maintenance	£1,600
4820	Manstone Reserve	£2,000
1410	Manstone Rent (Income)	-£2,300
	<u>Salcombe Regis</u>	
1430	S.R. Recreation Field Rent (Income)	-£525
		<hr/>
		£2,675
		<hr/> <hr/>
150	<u>Members</u>	
4900	Members/Chairman's Allowances	£6,000
4910	Chairman's Expenses	£2,000
4920	Members Expenses/Training	£800
4940	Civic & Hospitality	£1,000
		<hr/>
		£9,800
		<hr/> <hr/>
160	<u>Staff</u>	
5000	Salaries	£93,000
5010	Pensions	£20,000
5020	Staff Eye Tests	£100
5030	Training & Conferences	£1,000
5040	Officers Expenses	£500
1600	Tourism/Promotion Admin (Income)	-£10,000
		<hr/>
		£104,600
		<hr/> <hr/>

170	<u>Office Expenses</u>	
5120	Postage	£1,700
5130	Stationery	£1,200
5140	Telephone	£3,600
5150	Subscriptions	£2,400
5160	Photocopier	£1,000
5170	Internet, website and webcams	£3,500
5180	Computer Software Contracts	£1,500
5190	Computer Maintenance Contingency	£1,000
5200	Advertisements	£500
5210	Audit	£1,600
5220	Insurance	£5,500
5230	Sundry	£1,200
5240	Bank Charges	£200
1700	Bank Interest Received (Income)	<u>-£2,000</u>
		<u>£22,900</u>

	2020 - 2021
Expense Group Totals	Budget
100 Council Services	£193,800
110 Discretionary Expenditure	£92,800
120 Woolcombe House	£34,590
130 Other Freehold Property	£129,955
140 Trust Property	£2,675
150 Members	£9,800
160 Staff	£104,600
170 Office Expenses	£22,900
180 Total Estimated Precept	£591,120
Represents Parish Tax at Council Tax Band 'D'	£84.04

SIDMOUTH TOWN COUNCIL GRANTS 2020/2021

<u>NAME OF FESTIVAL/EVENT</u>	<u>2020/2021</u>	<u>2021/2022</u> <i>(in principle)</i>	<u>2022/2023</u> <i>(in principle)</i>	<u>2023/2024</u> <i>(in principle)</i>
Sidmouth & East Devon Walking Festival	1,000	1,000	1,000	1,000
Sidmouth Carnival	500			
Sidmouth Coastal Community Hub CIC (Seafest)	1,000	1,000	1,000	1,000
Sidmouth Literary Festival	800	800	800	800
Sidmouth Science Festival	3,000	3,000	3,000	3,000
 <u>NAME OF ORGANISATION</u>				
Apple Tree Pre-school	200			
Byes Pre-school	200			
Citizens Advice East Devon	2,000			
East Devon Support Group (Parkinsons UK)	750			
Friends of The Byes	250			
Sid Valley Food Bank	750			
Sid Valley HELP	1,500			
Sid Valley Horticultural Society	250			
Sid Valley Radio	250			
Sidbury CofE School PTFA	500			
Sidbury Millennium Green Trust	250			
Sidmouth Amateur Radio Society	500			
Sidmouth Arboretum	1,500			
Sidmouth Day Care Nursery	200			
Sidmouth Sailing Club	500			
Sidmouth Surf Lifesaving Club	500			
 TOTALS	 £16,400	 £5,800	 £5,800	 £5,800

**Minutes of the meeting of
Sidmouth Town Council's Planning Committee
Held at the Council Chamber, Woolcombe House, Sidmouth,
Wednesday 8 January 2020**

Councillors present: - Kelvin Dent (Chair)
Jeff Turner (Vice-Chair)
Ian Barlow
Jenny Ware
John Rayson
Deidre Hounsom
John Loudoun

Apologies: - Louise Thompson.

The meeting started at 6.30pm and finished at 7.40pm.

280 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr John Loudoun	19/2563/FUL Myrtle Farm, Fore Street, Sidbury, Sidmouth, EX10	Personal Interest	Remained in the Chamber during discussion and did not vote.	Acquainted with Applicants.

281 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.

282 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.

Applications for consideration

- 283** 19/2121/ADV Mr Stephen Shell 49 High Street, Sidmouth, EX10 8LN. Display of 1no non illuminated fascia sign and 1no non illuminated projecting sign on front elevation.
- APPROVED
- 284** 19/1666/LBC Mr S Shell 49 High Street, Sidmouth, EX10 8LN. Ground floor: entrance ramp and re-configure internal layout including internal timber bed on both ground floor bay windows and suspended ceiling. 2no. air conditioning units and 1no. AHU unit located in rear patio to Flat 1. 1no. non-illuminated projecting sign and 1no. non-illuminated fascia sign on front (east) elevation.
- SUPPORT subject to the views of the Conservation Officer
- 285** 19/2120/FUL Mr Stephen Shell 49 High Street, Sidmouth, EX10 8LN. Reinstatement of 2no air conditioning units and 1no air handling unit to rear.
- SUPPORT
- NOTE Members advised that the air conditioning should be turned off from 8pm till 7am.

286	19/2764/ADV East Street APPROVED	Mr Ben French	H S B C, Fore Street, Sidmouth, EX10 8AA. Replacement of 2no. existing ATM header signage.
287	19/1775/FUL East Ward	Mr Mitch Tonks	Sidmouth Drill Hall, The Esplanade, Sidmouth, EX10 8BE. Conversion of hall to restaurant (A3 use), creation of new balcony, replacement of rear extension with new rear extension, external terrace to form seating area and addition of new flue. AMENDMENTS.
	SUPPORT		
288	19/2713/FUL Primley Ward SUPPORT	Mr & Mrs Clarke	60 Livonia Road, Sidmouth, EX10 9JB. Proposed single storey rear extension.
289	19/2329/COU Salcombe Regis Ward SUPPORT	Mr J Newman	Slade Cottage, Weston, Sidmouth, EX10 0PL. Change of use of domestic dwelling to office building
290	19/2726/FUL Salcombe Regis Ward SUPPORT	Mr & Mrs Chatwin	Woodhay Cottage, Salcombe Hill Road, Sidmouth, EX10 8JS. Partial demolition of existing annexe and construction of single storey rear and side extension; lean-to carport with covered walkway, front dormer window with balcony and canopy to replace porch; provision of cladding and double door replacing existing first floor window and balcony, construction of children's play area and garden shed.
291	19/2731/COU Salcombe Regis Ward SUPPORT	Miss Michelle Taylor	Unit 6, Kingsdown Business Park, Salcombe Regis, Sidmouth, EX10 0PD. Change of use from B1(c) (Light Industrial) to dog grooming/small dog day care (Siu Generis).
292	19/2793/FUL Sidbury Ward SUPPORT	Ms Lilburn	Halfway House, Sidbury, Sidmouth, EX10 0QN. Two storey side extension, detached garage, and new front porch.
292	19/2563/FUL Sidbury Ward SUPPORT	Mr & Mrs Phillip Wallace	Myrtle Farm, Fore Street, Sidbury, Sidmouth, EX10 0RS. Conversion of existing barns and outbuildings to create 2 no. self-contained dwelling houses including erection of glass room to the east elevation of Barn A.
293	19/2686/LBC Sidbury Ward SUPPORT	Mr Phillip Wallace (Le Page Architects Limited)	Myrtle Farm, Fore Street, Sidbury, Sidmouth, EX10 0RS. Conversion of outbuilding and barn to 2 no. dwellings
294	19/2777/CPE.		Unit at Thorn Coachworks Salcombe Regis Sidmouth EX10 0JH. Certificate of lawfulness for the use of Unit 5A as a self-contained dwelling house. No Comments.

Tree Applications for Decision

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

295	19/2479/TRE South Ward	Mrs Holden	Tudor House, Connaught Close, Sidmouth, EX10 8TU. T1 Holm Oak: Pollard tree to 6m Reason: The tree has been previously pollarded to contain size in a small space beside footpath and neighbouring property. The client has pruned the tree on the last few occasions, but the works needs to be carried out annually to maintain a reasonable size and the client would now prefer to pollard again as previously undertaken.
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SPLIT DECISION (a part of the application has been refused and a part approved).

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

A crown reduction removing only the annual/bi-annual growth, cuts no greater than 15mm in diameter, to maintain the topiary ball

1. The works hereby consented to shall be carried out in accordance with British Standard 3998: 2010 (Tree Work - Recommendations). (Reason - In the interests of amenity and to ensure the works are carried out in a satisfactory manner.
2. As the approved works are required to be carried out bi-annually/annually this will be an open consent without the usual time limit

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

Pollard tree to 6m

1. Reasoning -The tree has been maintained for a number of years as the topiary ball with an annual light trim, the pollard to 6m would reduce the canopy to a new height so not back to a previous pruning point. This will reduce the amenity value of the tree for a number of years.

296	19/2574/TRE Salcombe Ward	Mrs Rosemary Watson	3 Abbey View, Sidmouth, EX10 9NG. T1 and T2 - To dismantle in a controlled manner 2 x Robinia trees and replace with 2 x Ornamental Cherry trees. Should permission not be granted to dismantle these trees then the customer would like them to be pruned by reducing the end weight and lever arm of the branches making natural target pruning cuts up to 50 mm. in diameter.
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REFUSE for the following reasons:

1. Reasoning - The trees are in reasonable condition, with no visible defects and a good longevity, they have good public amenity value and are part of a line of original landscaping trees. The felling of the trees has not been justified and the light pruning would reduce the crowns of these early mature trees to an almost pollard which would not be in keeping with the other trees in the line.
- 2.

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.

297 19/2733/TCA Mr A Foster Pen Coombe, Bickwell Valley, Sidmouth, EX10 8SG.
South Ward T1 Cryptomeria: Fell - Unbalanced crown that is likely to fail in the future and damage neighbouring property garden.

DEFERRED

298 19/2648/TCA Mr Steve Morris Cedar Shade, All Saints Road, Sidmouth, EX10 8EU.
South Ward T1 Holm Oak - See attached arb report Southern stem: Remove three 150-200mm branches from end of easternmost branch over road at 12m above ground. Southern stem: Central of three branches, remove lower of two branches at fork over road, making 150mm diameter pruning cut. Southern stem: Western of three branches over road, remove longest two of the three branches over road, making two 100mm diameter pruning cuts.

WORKS NOTED

299 **Tree Exemption Reports**
No Tree Exemption Reports were received.

300 **Enforcement Letters**
No Enforcement letters were received.

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CHAIR OF THE PLANNING COMMITTEE

**Minutes of the meeting of
Sidmouth Town Council's Planning Committee
Held at the Council Chamber, Woolcombe House, Sidmouth,
Wednesday 22 January 2020**

Councillors present: - Kelvin Dent (Chair)
Jeff Turner (Vice-Chair)
Jenny Ware
John Rayson
Deidre Hounsom
Louise Thompson
John Loudoun
Dawn Manley

Apologies: - Ian Barlow

The meeting started at 6.30pm and finished at 7.20pm.

301 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr John Loudoun	20/0061/FUL Copplestones, Ridgeway, Sidbury, Sidmouth, EX10 0SF. 20/0002/TCA Bundels, Ridgeway, Sidbury, Sidmouth, EX10 0SF.	Personal Interest	Remained in Chamber during discussion and did vote.	Acquainted with Applicants.

302 Minutes

The Minutes of the Planning Committee meeting held on the 4th December and 18th December 2019 were signed as a true and accurate record.

303 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.

304 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.

Applications for consideration

305 19/1910/FUL Mr Emmott Rosemount Cottage, Station Road, Sidmouth EX10 8NZ.
South Ward Demolition of existing garage; re-building of boundary wall; raise height of roof to enable first floor and two storey extension.

CHANGES NOTED

306 19/2614/FUL Mrs Jane Rose Rear Section Of 40 - 42 High Street, Sidmouth, EX10 8EB.
East Ward Conversion of rear section of Barclays Bank to a residential apartment, to include two new windows to the southern elevation.

SUPPORT

307	20/0001/FUL North Ward SUPPORT	Janet Krasinski	11A Ashley Crescent, Sidmouth, EX10 9UE. Single storey rear extension and conservatory.
308	19/2683/FUL North Ward	Ms S Ford	Thatchby, Saltways Lane, Bowd, Sidmouth, EX10 0NP. Demolition of existing stables, stables store and utility space, construction of replacement stables with tack room, first floor office accommodation and installation of package treatment plan and associated works
	SUPPORT subject to the building having a legal restriction placed on it to tie it to the main house.		
309	20/0077/FUL North Ward SUPPORT	Mr R Jones	28 Barn Hayes Sidmouth EX10 9EE. Construction of single storey rear extension.
310	20/0009/FUL Primley Ward SUPPORT	Mr R Anthony	52 Livonia Road, Sidmouth, EX10 9JB. Construction of single storey rear extension.
311	19/2817/FUL Salcombe Regis Ward SUPPORT	Mr & Mrs A Letty	Long Acre, Sid Road, Sidmouth, EX10 9AH. Demolition of existing extension and construction of two storey extension.
312	20/0061/FUL Sidbury Ward	Mr & Mrs Rosling	Copplestones, Ridgeway, Sidbury, Sidmouth, EX10 0SF. Excavation and new garden wall to north of listed building and minor extension to rear of building.

SUPPORT

Tree Applications for Decision

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

313	19/2596/TRE South Ward	Sanctuary Housing group	1 Temple Gardens, Sidmouth, EX10 9XZ. G1- Mixed Species- Trees (Birch & Sycamore) Reduce back selected branches to provide 2-3 metres clearance from neighbouring property garden. Pruning of overhanging limbs/branches will be back to suitable growth points within trees crown and/or parent stem. Reason- To reduce overhanging branches on neighbouring property. T1- Sycamore- Crown Lift to provide 6 metres lift from ground level, on substation side only. Reason- To provide clearance of substation.
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SPLIT DECISION (a part of the application has been refused and a part approved).

The Council hereby GRANTS permission to carry out work described below subject to the following conditions: T1 - crown lift to 6m above the ground level of the Substation on the substation side only

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

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

The Council hereby REFUSES permission to carry out work described below for the following reasons: G1- Reduce back selected branches to provide 2-3 metres clearance from neighbouring property garden. Pruning of overhanging limbs/branches will be back to suitable growth points within trees crown and/or parent stem. T1- Crown Lift to provide 6 metres lift from ground level, on substation side only.

1. Reasoning - G1 - this is a cohesive group of trees which overhang the neighbouring property, there is no arboricultural justification to prune the trees back to the boundary and this would reduce the amenity value of the group T1 - to clarify which ground level to measure the crown lift from.

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.

314	20/0002/TCA Sidbury Ward	Mrs Johanna Mitchell	Bundels, Ridgeway, Sidbury, Sidmouth, EX10 0SF. T1, Beech: 30% crown reduction, reshape and shore up against wind damage.
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WORKS NOTED

315	19/2733/TCA South Ward	Mr A Foster	Pen Coombe, Bickwell Valley, Sidmouth, EX10 8SG. T1 Cryptomeria: Fell - Unbalanced crown that is likely to fail in the future and damage neighbouring property garden.
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WORKS NOTED

316 Tree Exemption Reports
No Tree Exemption Reports were received.

317 Enforcement Letters
No Enforcement letters were received.

318 Feedback from East Devon District Council.

Resolved - To note that East Devon District Council's Planning Officer had agreed to attend the meeting on 19th February in order to provide feedback on how the Town Council responds to planning applications.

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CHAIR OF THE PLANNING COMMITTEE

SIDMOUTH TOWN COUNCIL
Minutes of a Meeting of Sidmouth Town Council's
Environment Committee
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 30 September 2019 at 6.30 pm

Councillors present: Denise Bickley (Chair)
 Chris Lockyear (Vice Chair)
 Emma Murdoch
 Marianne Rixson

Invited Reps: Jon Ball, Sidmouth Arboretum
 Dave Bramley, Sidmouth Science Festival
 Diana East, Sidmouth Arboretum
 Richard Eley, Sidmouth Chamber of Commerce
 Di Fuller, Sid Vale Association
 Graham Hutchinson, Sidmouth Arboretum
 Richard Thurlow, Sid Vale Association

Also present: Councillor Kelvin Dent
 Councillor Deidre Hounsom

Apologies: Ian Barlow, Charissa Evans, Stuart Hughes, John Rayson
 Rachel Perram, Sidmouth Plastic Warriors, Peter Endersby & Lynette Talbot
 (Sidmouth in Bloom), Jeremy Woodward (Vision Group of Sidmouth)

The meeting started at 6.30pm and finished at 8.07pm

PART 'A'

21 Minutes

The minutes of the Environment Committee meeting held on Monday 8 July 2019 were agreed and signed as a true record.

22 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
CLlr Denise Bickley	All items	Personal	Remained in the Chamber during discussion and voting	Sidmouth Extinction Rebellion Member, Surfers Against Sewage SW Representative and Chair of Sidmouth Plastic Warriors

23 Matters of Urgency and Report

The Chair of the Committee announced a number of items of report; East Devon District Council had a limited fund available for the building and planting of boxes for areas of towns and villages which needed 'sprucing up'. Sidmouth in Bloom would be asked to liaise with the Chair of the Committee and East Devon District Council on this.

Sidmouth Primary School would be carrying out fund raising for the Australia Relief fund on 24th January.

An anti-litter signs campaign, with signs to be designed by young people and awards for the best design, made possible through funds and sponsorship obtained by the Chair of the Council, Councillor Ian Barlow was being worked on with Sidmouth Plastic Warriors.

24 Exclusion of the Public

There were no items required to be dealt with under Part B.

25 Devon County Climate Declaration – submission to Devon County Council Net Zero Task Force

Members considered a draft of the Council's response to the Devon County Council Net Zero Task Force which had been formulated following feedback from the Committee and circulated at the meeting by the Chair. Members were reminded that Council had given the Environment Committee delegated authority to respond and pass the submission directly to the County Council. Following discussion, a number of additions and refinements to the draft document were suggested and agreed.

RESOLVED: that the draft submission be approved to send to Devon County Council with the following additions and amendments:

- Suffix any relevant points and issues with references from the Neighbourhood Plan
- Include a point on converting older residences to separate foul and rainwater management
- Move point 11 into the 'mobility' section
- Add a note to the item relating to home working stating that the potential barrier to this in some areas is slow broadband.

26 Climate Declaration

Members and representatives discussed the possibility of declaring a climate emergency by Sidmouth Town Council. It was considered at a previous meeting, that as Devon County Council had declared a climate for Devon, there was no requirement to do so for the town of Sidmouth. Though all Members acknowledged the seriousness of climate change, it was agreed that the Council had to lead by example by encouraging and influencing rather than making gestures such as declaring a separate emergency, which could be misinterpreted and encounter backlash from the public who often feel overwhelmed. It was felt that a declaration could be counterproductive.

RESOLVED: that a climate emergency is not declared, and that the Council continues to support the efforts of Devon County Council in its Climate Declaration.

27 Implementation Working Group

Members considered the proposal of the Vice Chair, Councillor Chris Lockyear, that in order to help achieve and deliver some of the objectives of the Environment Committee, a small Working Group be convened which could draw on specialist knowledge and skills as necessary. It was agreed that focussing simpler more easily achievable objectives would be a sensible approach for Working Group initially.

RESOLVED: that a Working Group consisting of Councillor Denise Bickley, Councillor Chris Lockyear and Dave Bramley be formed to initially focus on the following two initiatives:

- Encouraging the Public to adopt 10 things you can do to help reduce your impact on climate change.
- Provision of Car and Bicycle charge points in the area.
- that Cllrs on the Committee but absent be asked to consider being part of the Working Group.

28 Update on Tree Planting project

Jon Ball update the Committee on the work being done to plant a significant number of trees in the Sidmouth area. It was noted that 30 sites had been identified for planting which had already been carried out at the Bowd and further planting would be undertaken at Stowford Rise and Stowford Community Centre. More trees would then be located in the next planting season.

RESOLVED: that the volunteers be thanked for their work to date and the report be noted.

29 Update on Blue Flag Accreditation

The Committee received an update from the Chair and Vice Chair regarding work being carried out towards an application for a Blue Flag award for the town beach. It was noted that the East Devon District Council Beach safety officer had worked on the areas identified and that an application was imminent. Progress on the town lifeguards was not known at this stage and this would be needed to achieve full blue flag status. It was also noted that a Seaside Award was being applied for at the same time.

RESOLVED: that the report be noted.

30 Seafront drain painting ‘To the Sea’ scheme

The Committee considered the report of the Chair which highlighted schemes in other areas where an educational stencilled message was painted around drains stating that “this leads to the sea” and similar. It was agreed that drains particularly along the esplanade would benefit from this. Devon County Council Highways would need to agree with where the drains were painted but it was agreed in principle that this be carried out in the town area.

RESOLVED: that the principle of a “to the sea” paint scheme on town drains be carried out for 2020 in consultation with Devon County Council Highways.

31 “2 Minute Beach Clean” board

The Committee considered the siting of an additional ‘beach clean’ board at the eastern end of the Esplanade. An existing one was well used at the Western end and it was hoped an extra board would encourage further cleaning.

RESOLVED: that an additional 2 minute beach clean board be purchased and located at the eastern end of the esplanade.

32 Items raised by invited representatives

Members heard from Dave Bramley that the Science Festival would be running a number of events in February to help further the understanding of a ‘clean growth’ economy. He asked if the Council could help publicise this and Members agreed that they would help wither they could.

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CHAIR OF THE ENVIRONMENT COMMITTEE

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 9 - December 2019

Council Services

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance	Cummulative To + / From - EMReserves
Public Conveniences	0	30,020	31,000	980	0
Youth Service Support	0	27,500	40,000	12,500	0
Flower Beds, Planters & Watering	2,914	13,749	18,000	4,251	0
Christmas Lighting & Events	60	6,060	13,500	7,440	0
Donation to Christmas Lighting (Income)	0	0	-1,500	-1,500	0
Tourism Promotion	1,500	6,781	6,500	-281	-1,142
Verge Cutting, Town Maintenance & Weeding	946	8,139	9,500	1,361	0
Verge Cutting DCC Grant (Income)	0	0	-4,300	-4,300	0
Street Furniture	0	546	2,000	1,454	0
Sidmouth Information Centre	0	24,000	24,000	0	0
Water Fountains & Defib Mtce	50	308	100	-208	0
Dog Hygiene Bins	0	1,000	1,000	0	0
Annual Report Printing/Distribution	0	0	800	800	0
War Memorials	0	0	100	100	0
Parish Paths Partnership Payments	468	2,681	0	-2,681	-2,681
Parish Paths Partnership (Income)	0	0	0	0	0
	£5,938	£120,784	£140,700	£19,916	-£3,823

Discretionary Expenditure

Grants	0	16,062	16,000	-62	-62
Sidmouth Folk Festival	0	32,000	32,000	0	0
Sidmouth Town Band	0	5,000	5,000	0	0
Sidmouth in Bloom	0	4,000	4,000	0	0
South West Museum Development	0	800	800	0	0
Air Display	0	22,372	10,000	-12,372	0
Donation to Air Display (Income)	0	-10,231	0	10,231	0
Sidmouth Hopper Bus	0	29,253	8,000	-21,253	0
Donation to Hopper Bus (Income)	0	-15,350	0	15,350	0
SVNP Community Actions	0	0	10,000	10,000	0
Sid Valley Neighbourhood Plan	683	1,886	0	-1,886	0
Environment Committee	378	378	0	-378	0
Swimming Platform	0	4,240	5,000	760	0
Port Royal Regeneration	632	2,308	0	-2,308	-1,676
Community Infrastructure Levy (Income)	0	-6,608	0	6,608	6,608
Woolley Bequest Payments	0	5,000	0	-5,000	-5,000
Woolley Bequest (Income)	0	0	0	0	0
	£1,693	£91,110	£90,800	-£310	-£130

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 9 - December 2019

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance	Cummulative To + / From - EMReserves
<u>Woolcombe House</u>					
Services Gas/Water/Elec	152	3,110	3,500	390	0
Woolcombe House Business Rate	0	6,997	7,500	503	0
Woolcombe House (Loan Interest&Repayment)	7,445	14,889	14,890	1	0
Woolcombe House-General Maintenance	813	6,932	8,500	1,568	0
Woolcombe House Building Reserve	0	0	2,000	2,000	0
Council Chamber Hire (Income)	0	0	0	0	0
	£8,410	£31,928	£36,390	£4,462	£0

Other Property

Alma Lane Field	0	0	500	500	0
Alma Lane Field (Income)	0	0	0	0	0
Manstone Youth Centre	1,375	10,550	33,000	22,450	0
Manstone Youth Centre (Income)	0	0	0	0	0
Manstone Sports and Play Areas	0	3,206	40,000	36,794	0
Long Park & Play Area	262	2,254	1,500	-754	-930
Seafront Amenity Building	269	18,107	20,000	1,893	0
Conservatory Maintenance	0	530	1,000	470	0
Fire Beacon Stewardship (Income)	0	-3,719	0	3,719	3,719
Sidmouth Golf Club (Income)	0	0	-5	-5	0
Elec Pole Rent (Income)	0	-38	-40	-2	0
	£1,906	£30,890	£95,955	£65,065	£2,789

Trust Property

The Ham

The Ham Ground Mtce	110	1,638	4,100	2,462	0
The Ham Other Mtce	121	4,583	3,500	-1,083	-1,188
The Ham Play Equipment	0	1,450	1,500	50	0
The Ham Reserve	0	0	2,000	2,000	0
The Ham 3Phase Power	0	1,427	1,800	373	0
The Ham Rent (Income)	0	-9,708	-10,000	-292	0

Manstone

Manstone Land Ground Mtce	60	540	500	-40	0
Manstone Other Maintenance	0	0	1,600	1,600	0
Manstone Reserve	0	0	2,000	2,000	0
Manstone Rent (Income)	-248	-1,388	-2,240	-852	0

Salcombe Regis

S.R. Allotment Field	0	0	0	0	0
S.R. Allotment Field Rent (Income)	0	0	0	0	0
S.R. Recreation Field	0	-8	2,000	2,008	0
S.R. Recreation Field Rent (Income)	0	-525	-525	0	0
	£43	-£1,991	£6,235	£8,226	-£1,188

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 9 - December 2019

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance	Cummulative To + / From - EMReserves
<u>Members</u>					
Members/Chair's Allowances	0	5,316	6,000	684	0
Chair's Expenses	1,540	1,540	2,000	460	0
Members Expenses/Training	0	0	800	800	0
Elections	0	6,161	3,000	-3,161	-3,161
Civic & Hospitality	0	24	1,000	976	0
Civic Regalia	0	88	0	-88	-88
	£1,540	£13,129	£12,800	-£329	-£3,249
<u>Staff</u>					
Salaries	7,760	69,885	92,000	22,115	0
Pensions	1,552	13,978	20,000	6,022	0
Staff Eye Tests	0	0	100	100	0
Training & Conferences	0	0	1,000	1,000	0
Officers Expenses	11	201	100	-101	0
Tourism/Promotion Admin (Income)	0	0	-10,000	-10,000	0
	£9,323	£84,064	£103,200	£19,136	£0
<u>Office Expenses</u>					
Postage	124	1,253	1,700	447	0
Stationery	164	559	1,700	1,141	0
Telephone	0	2,337	3,600	1,263	0
Subscriptions	105	2,023	2,250	227	0
Photocopier	101	645	1,500	855	0
Internet, website and webcams	80	2,435	3,000	565	0
Computer Software Contracts	423	1,107	1,200	93	0
Computer Maintenance Contingency	2,290	2,290	1,000	-1,290	0
Advertisements	0	80	500	420	0
Audit	0	1,600	1,600	0	0
Insurance	0	5,235	5,000	-235	0
Sundry	214	1,317	1,200	-117	0
Bank Charges	5	134	200	66	0
Bank Interest Received (Income)	-171	-1,050	-1,000	50	0
	£3,335	£19,965	£23,450	£3,485	£0

Sidmouth Town Council - Detailed Income and Expenditure Report
Month 9 - December 2019

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance	Cummulative To + / From - EMReserves
Expense Group Totals					
Council Services	5,938	120,784	140,700	19,916	-3,823
Discretionary Expenditure	1,693	91,110	90,800	-310	-130
Woolcombe House	8,410	31,928	36,390	4,462	0
Other Freehold Property	1,906	30,890	95,955	65,065	2,789
Trust Property	43	-1,991	6,235	8,226	-1,188
Members	1,540	13,129	12,800	-329	-3,249
Staff	9,323	84,064	103,200	19,136	0
Office Expenses	3,335	19,965	23,450	3,485	0
Precept Received	0	-509,530	-509,530	0	
Net Income over Expenditure	£32,188	-£119,651	£0	£119,651	-£5,601

Current/Deposit Bank Accounts

£768,471

of which

Woolley Bequest

£15,764

Earmarked Reserves

£464,312