



SIDMOUTH TOWN COUNCIL

WOOLCOMBE HOUSE
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SIDMOUTH
DEVON
EX10 9BB

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To: All Members of the Town Council
Town Clerk

26 June 2017

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 3 July 2017 at 6.30pm

You are hereby summoned to attend the above meeting to be held in the Council Chamber, Woolcombe House, Sidmouth. It is proposed that the matters set out on the agenda below will be considered at the meeting and resolution or resolutions passed as the Council considers appropriate.

Yours faithfully,

Christopher E Holland
Town Clerk

A G E N D A

PART 'A'

Page/s

- 1 **Prayers**
Prayers will be taken by the Reverend Oliver Ward.
- 2 **Apologies**
To receive any apologies for absence.
- 3 **Minutes**
To confirm the minutes of the meeting of the Town Council held on Monday 5 June 2017. 4 – 6
- 4 **Declarations of Interest**
To receive any Members' declarations of interest in respect of items on the agenda.

Note: You must also declare the nature of any personal or disclosable pecuniary interests in an item whenever it becomes apparent that you have an interest in the business being considered.

5 **Matters of Urgency or Report from the Chairman**

To consider any items that in the opinion of the Chairman should be dealt with as matters of urgency because of special circumstances. (Note: such circumstances need to be recorded in the minutes).

6 **Exclusion of the Public**

To agree any items to be dealt with after the public (including the press) have been excluded. There are no items which the Clerk recommends should be dealt with in this way.

7 **Public Open Question Time**

In accordance with Sidmouth Town Council Standing Orders Item 1 (d) – (i) Members of the Public are invited to put a question (one per person), to the Council through the Chairman (taking no more than 3 minutes each and for a total of 15 minutes). Please note that in accordance with standing order 1(d), a question shall not require a response or debate.

Councillors also have the opportunity to ask questions of the County and District Members during this item whilst giving priority to Members of the public.

(Members are reminded to notify the Councillor concerned and the Clerk of questions to be raised. The Clerk would also appreciate copies of Questions and Responses if of a complicated nature, preferably by email.)

8 **Police Report**

To receive the June 2017 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 31 May and 14 June 2017.

7 – 14

9.2 Tourism and Economy Committee Report

To receive the report of the Tourism and Economy Committee meeting held on Monday 19 June 2017.

15 – 17

9.3 Sid Valley Neighbourhood Plan Steering Group

To receive a short presentation from the Sid Valley Neighbourhood Plan Steering Group.

10 **Reports from Members with Special Responsibilities**

10.1 Finance Report

To receive the Finance Report for May 2017.

18 – 21

10.2 Other Reports from Members with Special Responsibilities

To receive other notified reports from other Members.

11 **Sidmouth to Feniton Cycleway**

To receive an update on the proposed Sidmouth to Feniton cycleway project; Claire Russell and Kirby James from the Otter Trail Group will attend this meeting. See enclosed report.

Report enclosed

12 **Town Council Insurance Policy**

The Town Clerk will report on the renewal of the Town Council's insurance policy.

13 Electoral Review of East Devon: Final Recommendations

The Local Government Boundary Commission for England has completed its review of East Devon. A full copy of the report is available on their website: www.lgbce.org.uk. An interactive map of final recommendations is available at <https://consultation.lgbce.org.uk/> See attached map showing the Parish Warding arrangements for Sidmouth and table below for seat numbers.

22

The changes proposed for East Devon District Council (shown below) must now be implemented by order subject to Parliamentary scrutiny. A draft Order – the legal document which brings into force the recommendations – will be laid in Parliament. The draft Order will provide for new electoral arrangements for East Devon to be implemented at the local elections in 2019.

LGBCE would like to invite you to participate in their online opinion survey. This survey seeks feedback on the review processes and procedures to identify improvements that can be made. This is available at:

<http://www.lgbce.org.uk/about-us/lgbce-opinion-survey>

Town Ward Name	Current no. of Cllrs	Proposed no. of Cllrs
Primley	2	3
Salcombe Regis	2	2
Sidbury	2	1
Sidford Village	2	2
Sidmouth East	2	1
Sidmouth North	3	4
Sidmouth South	3	5
Sidmouth West	3	1

District Ward Name	Current no. of Cllrs	Proposed no. of Cllrs
Sidmouth Rural	1	1
Sidmouth Sidford	3	3
Sidmouth Town	3	2

Forthcoming Council and Committee meetings:

12 July 2017 – Planning Committee
 26 July 2017 – Planning Committee
 9 August 2017 – Planning Committee
 14 August 2017 – Council
 23 August 2017 – Planning Committee
 4 September 2017 – Council

SIDMOUTH TOWN COUNCIL
Minutes of the Meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 5 June 2017 at 6.30pm

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

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

PART 'A'

24 Prayers

Prayers were taken by the Chairman; Councillor McKenzie-Edwards.

25 Minutes

The minutes of the meeting of the Town Council held on Monday 15 May 2017 were signed as a true and accurate record.

*In the absence of Cllr Dyson, it was agreed that Cllr Turner
would act as Vice-Chairman for this meeting*

26 Declarations of Interest

There were no Declarations of Interest received for this agenda.

27 Matters of Urgency or Report from the Chairman

- The Town Clerk reported that the lease with Shared Access to provide telecommunications equipment and floodlighting for Sidmouth Football Club at Manstone Recreation Ground had been signed and a £5,000 contribution would be forthcoming as part of the agreement this would be held in an Earmarked Reserve for Youth Service Support.

28 Public Open Question Time

- Cllr Earthey raised concerns that Leisure East Devon had introduced charges for children under five to use the swimming pool in Sidmouth and that this would adversely affect young children learning to swim. He asked that District Councillors take this issue up and make representations to Leisure East Devon on the Town Council's behalf.

RESOLVED: That District Councillor Barratt would raise this issue with the District Council and the Town Clerk would write to Leisure East Devon about the introduction of charges for under-fives to use the swimming pool.

29 Police Report

Sgt Andy Squires presented the police report for May 2017 which showed a total of 57 crimes recorded compared to 44 recorded in May 2016.

30 Committee/Working Group Reports

30.1 Planning Committee Reports

Councillor Earthey, Vice-Chairman of the Planning Committee, presented the reports of the Planning Committee meetings held on Wednesdays 17 May 2017.

RESOLVED: That the Planning Committee reports be noted.

30.2 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.

31 Reports from Members with Special Responsibilities

31.1 Finance Report

Councillor Wright presented the April 2017 Finance Report.

RESOLVED: That the April 2017 Finance Report be noted and agreed.

32 East Devon District Council – Recycling & Waste Team

Gareth Bourton, EDDC Recycling & Waste Contract Manager, attended this meeting to give further information on the District Council's new waste and recycling service which will be introduced from 12 June 2017.

RESOLVED: That Gareth Bourton be thanked for his presentation.

33 East Devon Arts and Culture Forum

The District Council had advised our representatives that the Manor Pavilion Management Steering Group had been disbanded and any matters would now be forwarded to the newly formed East Devon Arts and Culture Forum. The Town Council was asked to nominate a representative and deputy to become Members of this forum.

RESOLVED: That:

1. Cllrs Dyson and Wright be nominated as Town Council's representative and deputy on the East Devon Arts and Culture Forum.
2. The Town Clerk to arrange a meeting with Cllrs Dyson, Wright and relevant Members at the District Council to ensure that management of the Manor Pavilion remains in high profile and its importance is not lost by being subsumed into the East Devon Arts and Culture Forum.

34 Parishes Together Fund

Members were asked to note that the District Council had advised that the application forms, guidance and elector numbers were available for the new 2017/2018 Parishes Together Fund. This was a new funding year so a full allocation of approximately £13,000 would be available for Sidmouth Town Council.

RESOLVED: That Members would advise the Town Clerk of any projects they would like to propose.

35 Parishes of Ottery St Mary and West Hill Neighbourhood Plan

Pre-Submission Consultation Draft – Regulation 14 of the Neighbourhood Planning (General) Regulations 2012 – Statutory Consultees

The Town Clerk of Ottery St Mary Town Council had written to inform that they were consulting on the pre-submission draft of the Parishes of Ottery St Mary and West Hill

Neighbourhood Plan. As part of the Neighbourhood Plan process the Town Council were seeking neighbouring parish views on the draft plan. A copy of the draft plan could be found on the website www.otterystmary-tc.gov.uk under the Neighbourhood Plan tab. Members were pleased to see that the Sidmouth to Feniton cycle link had been included in the plan as a community action.

RESOLVED: That the Ottery St Mary and West Hill Neighbourhood Plan Group be congratulated on their work to date.

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CHAIRMAN OF THE COUNCIL

**Minutes of the meeting of
Sidmouth Town Council's Planning Committee
Held at the Council Chamber, Woolcombe House, Sidmouth,
Wednesday 31st May 2017**

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

Apologies: - Ian Barlow

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

In the absence of the Chairman, Councillor Jeff Turner was appointed as Vice-Chairman for the meeting.

24 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Michael Earthey	17/1061/FUL 49 Temple Street, Sidmouth, EX10 9BA	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with the applicant.
Cllr Kelvin Dent	17/0475/LBC Barrington Villa, Salcombe Road, Sidmouth, EX10 8PU	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with the applicant.
Cllr Marc Kilsbie	17/0475/LBC Barrington Villa, Salcombe Road, Sidmouth, EX10 8PU	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with the applicant.
Cllr John Rayson	17/0475/LBC Barrington Villa, Salcombe Road, Sidmouth, EX10 8PU	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with the applicant.
Cllr Simon Pollentine	17/0475/LBC Barrington Villa, Salcombe Road, Sidmouth, EX10 8PU	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with the applicant.

25 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.

26 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

- | | | | |
|-----------|------------------------------------|----------------|--|
| 27 | 17/1061/FUL
<i>West Ward</i> | MRS N SMITH | 49 TEMPLE STREET, SIDMOUTH, EX10 9BA
Proposed conservatory to hairdressers. |
| | Support | | |
| 28 | 17/1054/FUL
<i>South Ward</i> | MS J LAMBERT | MEADOW LEA, BOUGHMORE ROAD, SIDMOUTH, EX10 8SH
Construction of detached double garage and new vehicular access. <i>Amended plans received relating to tree report provided.</i> |
| | Support | | |
| 29 | 16/1659/FUL
<i>Sidford Ward</i> | MR & MRS ALDAM | 87 SIDFORD HIGH STREET, SIDFORD, EX10 9SA
Demolition of dwelling and construction of two detached houses, a detached garage and new access to the highway. <i>Amended plans received relating to design and layout of both dwellings, including the retention of existing access and provision of new access.</i> |

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

- Members considered that the proposed houses would have an overbearing effect on neighbouring properties.
- Members considered that the proposal would adversely affect the amenity of neighbouring properties.

Members requested that the number of votes be recorded with 4 members voting to not support the application and 3 members voting to support the amendments as they were of the view that the amendments proposed were sufficient to alter their previous views. One member abstained.

- | | | | |
|-----------|------------------------------------|--------------------------|--|
| 30 | 17/0244/FUL
<i>Sidford Ward</i> | MR AND MRS R
BELLAIRS | 22 SIDFORD HIGH STREET, SIDFORD, EX10 9SL
Replacement two storey garage. <i>Amended plans received relating to footprint of garage reduced, relocated outside of T1 RPA, rotated slightly and set further back on site.</i> |
| | Support | | |
| 31 | 17/0610/OUT
<i>Sidford Ward</i> | MR ROBIN WICKHAM | 13 ORCHARD CLOSE, SIDFORD, EX10 9RF
Construction of two new dwelling houses and car parking (outline application with details of appearance, landscaping and scale reserved). <i>Amended plans and Design and Access Statement received to reflect changes to the position and layout/design of the proposed dwelling. Submission of Arboricultural Report.</i> |

Members continued to support the principle of the development subject to the agreement of the Arboricultural Officer.

- | | | | |
|-----------|------------------------------------|-----------------|--|
| 32 | 17/1162/FUL
<i>Sidford Ward</i> | MR AND MRS DUNN | 42 HIGHER BROOK MEADOW, SIDFORD, EX10 9ST
Single storey side and rear extensions and provision of parking and turning area. |
| | Support | | |

- 33** 17/1139/FUL MR IAN WILLIAMS BRIDGEFIELD, COTFORD CLOSE, SIDBURY, EX10 0SJ
Sidbury Ward Two storey extension and alterations extending the current flat roof at the rear of the property and a pitched roof to the front.

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

- The proposed design would have an overbearing effect on neighbouring properties.
- The proposed design would be detrimental to the street scene and was contrary to the policy of local design and distinctiveness.
- The proposed design was out of keeping with the character of the area due to massing and was incongruous having regard to neighbouring properties.

- 34** 17/0559/FUL MR AND MRS K HARPER AMELANCE, SIDCLIFFE, SIDMOUTH, EX10 9QA
Salcombe Regis Ward Construction of detached garage. *Amended plans received relating to relocation of footprint of garage in line with existing building.*

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 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.

- 35** 17/0578/FUL DONKEY SANCTUARY TROW FARM OFFICES, TROW, SALCOMBE REGIS,
Salcombe Regis Ward SIDMOUTH, EX10 0PB
 Provision of staff car parking.

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

- Additional car parking as designed would be intrusive in the Area of Outstanding Natural Beauty and would result in the sprawl of facilities on the site.
- Insufficient evidence had been provided to support an immediate need for additional car parking.
- Members were of the view that the applicant could use alternative methods with regards to bringing staff on site as other large businesses had done such as encouraging car share and mini-buses which would avoid building further into the Area of Outstanding Natural Beauty.

- 36** 17/1117/FUL MR WILLIAM HOBBS 12 GREEN MOUNT, SIDMOUTH, EX10 9DB
Salcombe Regis Ward Single storey front sun room extension.

Support

- 37** 17/0964/OUT MR PAUL WHISTON LAND ADJACENT TO 114 SIDFORD ROAD,
Primley Ward SIDMOUTH.
 Proposed new dwelling (outline application with all matters reserved) and creation of new access.

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

- The proposed site was considered too small to sustain the development proposed.
- The proposed development would lead to a loss of amenity space.
- The proposed development was considered over development of the site.
- The proposed development would adversely affect the street scene.

- | | | | |
|-----------|--|--|---|
| 38 | 17/1108/FUL
<i>Primley Ward</i> | MR MATTHEW MEEK | 14 PRIMLEY PADDOCK, SIDMOUTH, EX10 9LA
Sunroom extension. |
| | Support | | |
| 39 | 17/0475/LBC
<i>East Ward</i> | MR & MRS R ELEY | BARRINGTON VILLA, SALCOMBE ROAD, SIDMOUTH, EX10 8PU
Re-opening and alterations to former opening in wall to provide a gate and ramped access to rear garden. |
| | Support | | |
| 40 | 17/0969/ADV
<i>East Ward</i> | FOOD PROGRAMME
DELIVERY ORCHID
GROUP | CO-OP 78-80 HIGH STREET, SIDMOUTH, EX10 8EQ
Display of externally illuminated fascia and projecting signs. |
| | Approved | | |
| 41 | Tree Exemption Reports
Sidholme Hotel, Elysian Fields, Sidmouth.

The Planning Clerk reported a letter from East Devon District Council regarding the proposed works to fell a dangerous Poplar tree.

The works in question are considered to be an exception from the normal requirement to seek the consent of the Council under Regulation 14 of the Town and County Planning (Tree Preservation) (England) Regulations 2012. (This regulation of the Act provides for works to be carried out on dead and dangerous trees [or parts of trees] in the interests of safety.

A replacement tree shall be planted within the curtilage of the property in the first planting season following the felling of the tree hereby permitted to be removed. The replacement tree shall be a minimum of 8-10cm in girth and shall be maintained for a period of five years; such maintenance to include the replacement of the tree should it die. The species of the tree may be selected by the applicant and agreed in writing by the Local Planning Authority.
(Reason – To maintain continuity of tree cover and compensate for the loss of amenity). | | |
| 42 | Matters of Report
The Planning Clerk reported that Tree Preservation Orders had been made in respect of land at Longbridge, Boughmore Road, Sidmouth, EX10 8SH, land at Bickwell Gardens, Stadway Meadow, Sidmouth, EX10 8TB, land at 24 and 25 Arcot Park, Sidmouth, EX10 9HP, and land at 67 Woolbrook Road, Sidmouth. | | |
| 43 | Unsupported Decisions
No unsupported decisions were received. | | |
| 44 | Appeals
Planning application 16/0867/MFUL Green Close, Drakes Avenue, Sidford, EX10 9JU.
Demolition of former residential care home and construction of 36 sheltered apartments including communal facilities, access, car parking and landscaping.

The Planning Clerk reported that the appeal hearing would be held on Wednesday 5 th July 2017 at 10.00am in the Sidmouth Town Council Offices, Woolcombe House, Woolcombe Lane, Sidmouth, EX10 9BB. | | |
| 45 | 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 14th June 2017**

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

Apologies: - Gareth Jones
Dawn Manley
Jeff Turner

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

46 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Marc Kilsbie	17/1172/FUL Land East of Trow Orchard, Salcombe Regis	Personal Interest	Remained in the Chamber during discussion but did not vote.	Acquainted with the applicant.

47 Minutes

The Minutes of the Planning Committee meeting held on the 17th May 2017 were signed as a true and accurate record.

48 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.

49 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

- | | | | |
|-----------|----------------------------------|--------------------|--|
| 50 | 17/1263/FUL
<i>North Ward</i> | MR N PYNE | 53 LADYMEAD, SIDMOUTH, EX10 9XN
Two storey extension. |
| | Support | | |
| 51 | 17/1292/FUL
<i>North Ward</i> | MR AND MRS BROOKES | 16 TEMPLE STREET, SIDMOUTH, EX10 9AY
Timber conservatory to the rear of property. |
| | Support | | |
| 52 | 17/1294/LBC
<i>North Ward</i> | MR AND MRS BROOKES | 16 TEMPLE STREET, SIDMOUTH, EX10 9AY
Timber conservatory to the rear of property. |
| | Support | | |

53	17/1282/FUL <i>Primley Ward</i>	MRS J BLACKMORE	14 MALDEN ROAD, SIDMOUTH, EX10 9LS Kitchen, porch and garage extension.
	Support		
54	17/1172/FUL <i>Salcombe Regis Ward</i>	LUKE JONES MASTER THATCHER LTD	LAND EAST OF TROW ORCHARD, SALCOMBE REGIS. Proposed oak framed store for the storage of thatching materials.
	Support		
55	17/1178/FUL <i>Salcombe Regis Ward</i>	MR & MRS RUSSELL	REDFORDE, HILLSIDE ROAD, SIDMOUTH, EX10 8JG Side extension and balcony, partial demolition and alterations to outbuilding, new porch and alterations to doors and windows.
	Support		
56	17/1248/FUL <i>Salcombe Regis Ward</i>	MR GEOFF HUMPHRIES	SID ABBEY COTTAGE, SID ROAD, SIDMOUTH, EX10 9HN Construction of replacement front porch, single storey side extension and new pitched roofs to existing dormers (amendment to approval ref 16/1200/FUL).
	Support		
57	17/0966/LBC <i>Sidbury Ward</i>	MR JOHN LOUDOUN	BOURNE COTTAGE, COTFORD ROAD, SIDBURY, EX10 0SQ Various internal amendments, the addition of seven roof lights, blocking up of existing windows and partial replacement of sunroom windows.
	Support		
58	17/1111/FUL <i>Sidbury Ward</i>	MR NATHAN LASCELLES	15 FURZEHILL, SIDBURY, EX10 0RJ Rear extension.
	Support		
59	17/1242/LBC <i>Sidbury Ward</i>	MRS TOVEY	HAWTHORNS, COTFORD ROAD, SIDBURY, EX10 0SQ Construction of new workshop (garage extension), new greenhouse, landscape works and replacement windows & doors.
	Support		
60	17/1171/FUL <i>Sidford Ward</i>	MR LEEMAN WALKER	OAK TREE COTTAGE, BURSCOMBE LANE, SIDFORD, EX10 0QA Construction of a wooden two bay garage.
	Support		
61	17/1262/FUL <i>South Ward</i>	ST JOHN'S INTERNATIONAL SCHOOL	ST JOHN'S SCHOOL, BROADWAY, SIDMOUTH, EX10 8RG Replacement of portacabins with new two storey building to create four new classrooms, staff room, storage area, wc's and play area
	Members supported the application in principle subject to the applicant obtaining an arboricultural report on the trees which are on the site and which could be affected by the works. Any report would then need to be agreed by the Arboricultural Officer.		
62	17/1274/FUL <i>West Ward</i>	MR PAUL HITCHCOCK	82 WINSLADE ROAD, SIDMOUTH, EX10 9EZ

Support

Loft conversion to a detached bungalow with dormer windows to front and back elevations and new Velux windows to side elevations.

63 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) 17/1135/TCA MR ALAN CLARKE BICKWELL GRANGE, BICKWELL VALLEY, SIDMOUTH, EX10 8SG
South Ward

A: To crown reduce by 20% 8 x Lime trees found growing along the front garden boundary of the property (Trees 1-8) reducing in height to historic reduction points. To then reduce back the end weight and lever arm of all branches which are growing towards and overhanging the road, reducing branch lengths of up to approximately 4 metres making natural target pruning cuts of approximately 25-100mm.

B: To crown clean 8 x Lime trees found growing along the front garden boundary of the property (Trees 1-8), stripping all Ivy and removing all significant deadwood from within the crowns of these trees and crown lifting to approximately 4 metres above the public footpath and highway all lower branches of Trees 1-8 pruning and reducing all branches back to the main branch collar.

Works noted

C: To reduce in height and shape the above 1 x Leylandii Conifer tree (Tree 9) found growing along the front side boundary (left hand side facing Bickwell Valley Road) of the property.

- b) 17/1148/TCA MR BILLINGSHURST CHESTNUT HOUSE, BICKWELL LANE, SIDMOUTH, EX10 8TQ
South Ward

Works noted

T1, apple – dismantle and fell.

64 Notification of Installation of telecommunications equipment.

Members to note the following works are to be carried out:

- East Ward* HARLEQUIN GROUP HIGH STREET, OPP LLOYDS BANK HOUSE, CHURCH LANE, SIDMOUTH, EX10 8LF

Installation of fixed-line broadband electronic communications apparatus.

Members noted the proposed works but expressed concern on the siting of the proposed apparatus, as this is proposed to be on the pavement near to the road. Members would prefer to see the apparatus sited adjacent to the existing buildings.

- Salcombe Regis Ward* ARQUIVA ARQUIVA TV TRANSMISSION SITE, SALCOMBE HILL ROAD, SIDMOUTH, EX10 0NX

Installation of electronic communications apparatus.

Works noted

65 Tree Exemption Reports

Council Offices, Knowle, Sidmouth, EX10 8HL

The Planning Clerk reported a letter from East Devon District Council regarding the proposed works to fell a dead Horse Chestnut and a dying Foxglove.

The works in question are considered to be an exception from the normal requirement to seek the consent of the Council under Regulation 14 of the Town and County Planning (Tree Preservation) (England) Regulations 2012. (This regulation of the Act provides for works to be carried out on dead and dangerous trees [or parts of trees] in the interests of safety.)

Replacement planting for the Foxglove has already taken place and replacement for the Horse Chestnut will take place during autumn 2017.

66 Matters of Report

The Planning Clerk reported that Tree Preservation Orders had been made in respect of land at the Open Space adjacent to 13 Orchard Close, Sidford, EX10 9RF, and land at or adjacent to 44 and 46 Coulsdon Road, Sidmouth.

67 Unsupported Decisions

Planning Application 17/0610/OUT

13 Orchard Close, Sidford, EX10 9RF

Construction of two new dwellings houses and car parking (outline application with details of appearance, landscaping and scale reserved).

Town Council

District Council

Supported

Refused

68 Appeals

No Appeals were reported.

69 Enforcement Letters

No Enforcement letters were received.

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CHAIRMAN OF THE PLANNING COMMITTEE

SIDMOUTH TOWN COUNCIL
Minutes of a Meeting of Sidmouth Town Council's
Tourism and Economy Committee
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 19 June 2017 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

Apologies: John Hollick

The meeting started at 6.30pm and finished at 9.20pm

PART 'A'

1 Minutes

The Minutes of the Tourism & Economy Committee meeting held on Monday 13 March 2017 were signed as a true and accurate record.

2 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Louise Cole	7 Festivals and Events	Personal	Remained in the Chamber	Director of Sidmouth Coastal Community Hub
Cllr Paul Wright	11 Advertising Sales Representative	Personal	Remained in the Chamber	Works with the advertising sales representative

3 Matters of Urgency and Report

- The Chairman reported that following support from last Tourism & Economy Committee meeting, he and the Vice Chairman along with the Town Clerk had met with representatives from Visit Devon. As Chairman, he had committed to Visit Devon's Platinum package in the sum of £1,000 for one year to be reviewed in 2018. Members confirmed and noted this decision.
- Sidmouth Folk Week had been celebrated with a presentation of a BBC Music Day blue plaque which would be fixed, in due course, at the entrance to The Ham.
- The Chairman had been pleased to welcome visitors from Le Locle during their visit to Sidmouth and attended the Twinning Dinner on Monday 12 June 2017.

4 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.

5 Information Centre Manager's Report & Financial Report

1) Jeff Bailey, Sidmouth Information Centre Manager, presented his report.

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

2) Councillor Pollentine presented the Finance Report for the Financial Year End to March 2017 in respect of the Sidmouth Information Centre.

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

6 Town Guide Finance and Distribution Figures

The Chairman presented the Income and Expenditure Report for the Financial Year End to March 2017 and the latest Guide distribution figures for the period to May 2017.

RESOLVED:

1) That the Town Guide Income and Expenditure Report for the Financial Year End to March 2017 be noted and agreed.

2) That the May 2017 Guide distribution figures be noted.

7 Festivals and Events

Festival and event representatives had been invited to describe their experiences when organising and running events and any challenges encountered. Those attending were:

Oliver Salter, Sidmouth Regatta; Ted Swan and Norma Self, Sidmouth Walking Festival; Di Bowerman, Sidmouth Literary Festival; David Bramley, Sidmouth Science Festival and Cllr Louise Cole, Sidmouth Sea Fest.

Common themes of challenges encountered ran through all the festivals and events including large volume of paperwork required for road closures and risk assessments, the high cost of insurance, lack of volunteers, advertising and marketing, lack of certainty of funding year on year.

RESOLVED: That:

1) All the festival and event representatives be thanked for attending this meeting and for all their hard work in organising so many events for Sidmouth.

2) The observations from festival organisers be taken together with feedback from the Sid Valley Neighbourhood Plan questionnaire 2 and a report be made to a future meeting on how the Council could help co-ordinate shared thinking and requirements.

8 Sid Valley Neighbourhood Plan – Business and Special Interest Groups Survey

Deirdre Hounsom presented the report on the Business and Special Interest Groups Survey of the Sid Valley Neighbourhood Plan Steering Group. The report was also available on the Sidmouth Town Council website. Ms Hounsom also reported that the Children and Young People's Survey report would be published this week (23 June).

RESOLVED: That the Tourism and Economy based Community Aspirations from the Sid Valley Neighbourhood Plan along with the feedback from the festival organisers be combined and discussed at a future meeting of the Tourism and Economy Committee meeting.

9 Red Arrows and Battle of Britain Memorial Flight

The Town Clerk gave an update regarding the forthcoming visit from the Battle of Britain Memorial Flight (6pm) and the Red Arrows (6.30pm) on Friday 25 August which would again start the Sidmouth Regatta.

He also reported that over 100 collectors would be needed to ensure that sufficient funds were collected for return visits in future years by the aerobatic teams. Anyone interested in being a collector on the night should contact the Town Clerk.

RESOLVED: That the Town Clerk's report be noted.

10 Matters Raised by Invited Representatives

The Chairman welcomed the Sidmouth Chamber of Commerce representative; Richard Eley who made the following comments:

- The Chamber of Commerce would be holding a Black-Tie candle lit street party on Sunday 27 August 2017, to mark the end of the Sidmouth Regatta.
- The Chamber of Commerce would again be holding a Business Awards evening.
- The Apple Trail walk was in the process of being created and would finish in Sidmouth making it another tourism attraction.
- The deckchair concession was again a problem for Sidmouth with no deckchairs being put out for visitors to Sidmouth. He believed that the deckchairs should be free of charge.

RESOLVED: That the Town Clerk would investigate the possibility of the Town Council taking on the concession or managing the concession from the District Council for the deckchairs in Sidmouth.

PART 'B'

EXCLUSION OF THE PUBLIC AND PRESS

under the Public Bodies (Admission to Meetings) Act 1960

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

11 Advertising Sales Representative

Members were asked to note and confirm the Chairman's decision to engage an independent sales representative to assist in increasing the advertising revenue for the 2018 Guide and Directory Visit Sidmouth package.

RESOLVED: That Members confirmed the Chairman's decision to engage an independent sales representative with a retainer for 3 months and commission per advert sold.

12 Advertising Rates

Members were asked to consider proposed advertising rates for the Business and Attractions section of the 2018 Guide. The revised rates were suggested following meetings held with potential advertising sales representatives.

RESOLVED: That the advertising rates for the Business and Attractions section of the 2018 Guide be noted and agreed; as per the schedule as attached to the agenda.

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CHAIRMAN OF THE TOURISM & ECONOMY COMMITTEE

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 2 - May 2017

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Council Services</u>				
Public Conveniences	27,872	27,872	29,000	1,128
Public Conveniences-Mtce Sidbury/Manstone	0	0	1,000	1,000
Youth Service Support	7,500	7,500	30,000	22,500
Flower Beds, Planters & Watering	0	546	17,000	16,454
Christmas Lighting & Events	0	0	10,500	10,500
Donation to Christmas Lighting (Income)	0	0	-1,500	-1,500
Sidmouth Hopper Bus	27	76	8,000	7,924
Donation to Hopper Bus (Income)	-160	-160	0	160
Street Furniture	0	0	4,000	4,000
Sidmouth Information Centre	0	0	21,600	21,600
Drinking Fountain, Sidbury	21	21	250	229
Dog Hygiene Bins	0	800	1,000	200
Annual Report Printing/Distribution	324	324	700	376
Parish Paths Partnership Payments	0	68	0	-68
Parish Paths Partnership (Income)	0	-3,963	0	3,963
	£35,584	£33,084	£121,550	£88,466

Discretionary Expenditure

Grants	0	14,000	14,000	0
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
Boat Jetty (former Jurassic Coast Marine Links)	0	0	15,000	15,000
South West Museum Development	0	0	800	800
Sand bags	0	0	500	500
Tourism Promotion Reserve	0	1,300	2,000	700
Website & Social Media Development/Support	0	500	2,000	1,500
Donation to use of Party Tent (Income)	0	0	0	0
Red Arrows Display Contingency	0	0	6,000	6,000
Donation to Red Arrows Display (Income)	0	0	0	0
Neighbourhood Plan	4,199	4,647	12,500	7,853
Neighbourhood Plan Grants (Income)	0	0	0	0
Western Town Webcam	0	0	3,000	3,000
Woolley Bequest Payments	0	5,000	0	-5,000
Woolley Bequest (Income)	-50	-100	0	100
	£4,149	£59,347	£89,800	£30,453

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 2 - May 2017

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Woolcombe House</u>				
Services Gas/Water/Elec	229	229	4,200	3,971
Woolcombe House Business Rate	0	3,110	6,000	2,890
Woolcombe House (Loan Interest&Repayment)	0	0	14,890	14,890
Woolcombe House-General Maintenance	336	784	5,800	5,016
Woolcombe House Grounds	76	162	1,200	1,038
Woolcombe House Building Reserve	0	0	2,000	2,000
Council Chamber Hire (Income)	0	0	0	0
Band Hut Repairs	0	0	1,000	1,000
	£641	£4,285	£35,090	£30,805

Other Property

Alma Lane Field	0	0	500	500
Manstone Youth Centre	1,098	4,034	13,000	8,966
Manstone Sports and Play Areas	0	1,631	5,000	3,369
Long Park & Play Area	0	1,219	8,000	6,781
Other Additional Play Areas	0	0	15,000	15,000
Seafront Amenity Building	11,719	14,585	20,000	5,415
Conservatory Maintenance	0	0	1,000	1,000
Fire Beacon Stewardship (Income)	0	0	0	0
Sidmouth Golf Club (Income)	0	0	-5	-5
Elec Pole Rent (Income)	0	-37	-40	-3
	£12,817	£21,432	£62,455	£41,023

Trust Property - The Ham

The Ham Ground Mtce	0	3,259	4,100	841
The Ham Other Mtce	2,404	2,853	2,500	-353
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	1,500	1,448
The Ham Rent (Income)	0	-1,000	-8,300	-7,300

Manstone

Manstone Land Ground Mtce	0	408	500	92
Manstone Other Maintenance	0	0	1,600	1,600
Manstone Reserve	0	0	2,000	2,000
Manstone Rent (Income)	0	0	-990	-990

Salcombe Regis

S.R. Allotment Field Rent (Income)	0	0	0	0
S.R. Recreation Field (water)	41	41	250	209
S.R. Recreation Field Rent (Income)	0	0	-525	-525
	£2,497	£5,613	£6,135	£522

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 2 - May 2017

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Members</u>				
Members/Chairman's Allowances	0	0	5,500	5,500
Chairman's Expenses	0	0	2,000	2,000
Members Expenses/Training	0	0	1,000	1,000
Elections	0	0	2,000	2,000
Civic & Hospitality	0	0	2,000	2,000
Civic Regalia	0	0	1,000	1,000
	£0	£0	£13,500	£13,500

<u>Staff</u>				
Salaries	7,399	14,798	90,000	75,202
Pensions	1,433	2,865	18,000	15,135
Staff Eye Tests	0	0	100	100
Training & Conferences	0	0	1,000	1,000
Officers Expenses	0	0	100	100
Tourism/Promotion Admin (Income)	0	0	-10,000	-10,000
Advert Planning Fees (Income)	0	0	0	0
	£8,832	£17,663	£99,200	£81,537

<u>Office Expenses</u>				
Postage	18	16	1,500	1,484
Stationery	152	147	1,500	1,353
Telephone	0	646	3,500	2,854
Subscriptions	225	1,879	2,000	121
Photocopier	-6	94	1,500	1,406
Internet, website and webcams	0	0	750	750
Computer Software Contracts	0	0	1,200	1,200
Computer Maintenance Contingency	0	0	1,000	1,000
Advertisements	0	0	500	500
Audit	0	300	1,600	1,300
Insurance	0	0	6,200	6,200
Sundry	6	6	1,200	1,194
Bank Charges	6	13	150	137
Bank Interest Received (Income)	-72	-164	0	164
	£329	£2,937	£22,600	£19,663

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 2 - May 2017

Expense Group Totals	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
Council Services	35,584	33,084	121,550	88,466
Discretionary Expenditure	4,149	59,347	89,800	30,453
Woolcombe House	641	4,285	35,090	30,805
Other Freehold Property	12,817	21,432	62,455	41,023
Trust Property	2,497	5,613	6,135	522
Members	0	0	13,500	13,500
Staff	8,832	17,663	99,200	81,537
Office Expenses	329	2,937	22,600	19,663
Precept Received	0	-222,130	-444,260	-222,130
Council Tax Support Grant	0	-3,035	-6,070	-3,035
Net Income over Expenditure	£64,849	-£80,804	£0	£80,804

Current/Deposit Bank Accounts

£616,042

of which

Woolley Bequest

£25,288

Earmarked Reserves

£376,873

