



SIDMOUTH TOWN COUNCIL

WOOLCOMBE HOUSE
WOOLCOMBE LANE
SIDMOUTH
DEVON
EX10 9BB

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To: All Members of the Town Council
Town Clerk

25 May 2018

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 4 June 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,

Christopher E Holland
Town Clerk

A G E N D A

PART 'A'

Page/s

1 Prayers

Prayers will be taken by Father Paul Cummins.

2 Apologies

To receive any apologies for absence.

3 Minutes

To confirm the minutes of the meeting of the Town Council held on Monday 14 May 2018.

4 – 7

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 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 Sidmouth Lifeguard Beach Patrols

To receive a presentation and information from members of Sidmouth Lifeboat, who would like to start an organised Lifeguard Beach Patrol on Sidmouth main beach.

9 Fire Beacon Nature Reserve

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

10 Police Report

To receive the May 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.)

11 Committee/Working Group Reports

11.1 Planning Committee Reports

To receive the reports of the Planning Committee meetings held on Wednesdays 16 May 2018.

8 – 11

11.2 Sid Valley Neighbourhood Plan Steering Group

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

12 Reports from Members with Special Responsibilities

12.1 Finance Report

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

b) To receive the Finance Report for April 2018.

12 – 15

12.2 Other Reports from Members with Special Responsibilities

To receive other notified reports from other Members.

13 **Urban Fruit**

Cllr Wright wishes to propose that Sidmouth Town Council purchases and plants fruit trees on public land around schools and in public parks. The benefits are many including climate change, cleaner air, wildlife friendly and an attractive feature, with the added health benefits for children and the public once a year when all can go scrumping and enjoy free fresh fruit.

Sidmouth has experience of this thanks to the orchard in the Byes that includes some rarer fruit trees that don't get grown commercially. There is potential that Keith Owen would support it and to team up with another town via the Communities Together Fund.

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

The Public Rights of Way Warden, Devon County Council, has written to ask whether Members have any comments regarding the proposed diversion of footpath No. 60, Sidmouth as attached letter and plan.

16 – 17

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

Members are 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.

18 – 19

16 **East Devon Polling Place Review 2018**

The District Council is carrying out a review of Polling Places and has asked for comments from the Town Council regarding venues used for polling stations (as below); to be received no later than Friday 6 July 2018.

SIDMOUTH RURAL	St Teresa's Hall, Connaught Road, Sidmouth	BD
	Sidbury Parish Room, Ridgeway, Sidbury	BE
SIDMOUTH SIDFORD	Primley United Reformed Church Hall,	
	Primley Road, Sidmouth	BF
	Sidford Social Hall, Byes Lane, Sidmouth	BG
	St Francis Hall, Bennetts Hill, Sidmouth	BH
SIDMOUTH TOWN	St Francis Hall, Bennetts Hill, Sidmouth	BK (pt)
	New Church Hall, All Saints Church,	BI
	Sidmouth	
	Dance Hall, May Terrace, Sidmouth	BJ
	St Francis Hall, Bennetts Hill, Sidmouth	BK (pt)

A copy of the consultation document including information, such as maps, can be found at: <https://eastdevon.gov.uk/elections-and-registering-to-vote/polling-place-review-2018/>

Forthcoming Council and Committee meetings:

11 June 2018 – Tourism & Economy Committee
 13 June 2018 – Planning Committee
 27 June 2018 – Planning Committee
 2 July 2018 – Council
 11 July 2018 – Planning Committee
 25 July 2018 – Planning Committee

SIDMOUTH TOWN COUNCIL
Minutes of the Annual Meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 14 May 2018 at 6.30pm

Ward	Councillors Present:
Sidmouth North	Michael Earthey
	Stuart Hughes
	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:	Marc Kilsbie

The meeting started at 6.30pm and finished at 7.25pm.

PART 'A'

1 Election of the Chairman of the Council

It was proposed by Councillor Rayson and seconded by Councillor Barlow that Councillor McKenzie-Edwards be elected Chairman of Sidmouth Town Council for the forthcoming year. There being no other nominations, Councillor McKenzie-Edwards was duly elected Chairman of Sidmouth Town Council for the forthcoming year.

Councillor McKenzie-Edwards re-signed the Chairman's Declaration of Acceptance of Office.

2 Appointment of the Vice-Chairman of the Council

It was proposed by Councillor Barratt and seconded by Councillor Turner that Councillor Barlow be appointed Vice-Chairman of Sidmouth Town Council for the forthcoming year.

There being no other nominations, Councillor Barlow was duly appointed Vice-Chairman of Sidmouth Town Council for the forthcoming year.

Councillor Barlow read aloud and signed the Vice-Chairman's Declaration of Acceptance of Office.

3 Prayers

Prayers were taken by the Reverend David Caporn.

4 Minutes

The minutes of the meeting of the Town Council held on Monday 9 April 2018 were signed as a true and accurate record.

5 Declarations of Interest

There were no Declarations of Interest received for this agenda.

6 Matters of Urgency or Report from the Chairman

- The Chairman reported that he had attended the Sea Fest Event held on Saturday 12 May 2018 and congratulated the organisers on a very successful and enjoyable day.
- The Chairman reported that the next Town Clean-up Day would be held on Wednesday 30 May when it was hoped that as many Members as possible would assist.
- Councillor Kelvin Dent reported that Dartline would commence the Sidmouth Hopper Summer Bus service on Saturday 26 May; there would be a £1 charge for adults and 50p charge for children and dogs, with guide dogs travelling free of charge.

7 Police Report

The Town Clerk presented the police report for April 2018 which showed a total of 50 incidents compared to 43 incidents recorded in April 2017; which is a 16% increase on last year's figures.

8 Committee/Working Group Membership and Appointments

The list of Committee/Working Party Memberships and Appointments was approved:

Planning Committee

Tourism & Economy Committee

Emergency Committee

Past Chairmen and Personnel Committee

Youth Provision Working Group

Section 106 Working Group

Parish Paths Partnership (P3)

Sid Valley Neighbourhood Plan Steering Group

9 Members with Special Responsibilities

The list of nominations for Members with Special Responsibilities was approved.

10 Representatives on Outside Bodies

The list of Town Council representatives on outside bodies was approved.

11 Annual Subscriptions

The following subscriptions were considered and approved for renewal:

	<u>2017/18 Subs</u>
Organisation: Devon Association of Local Councils	£1,285
Society of Local Council Clerks	£ 235
South West Councils	£ 369
Information Commission	£ 35
International Tree Foundation	£ 25
Campaign to Protect Rural England	£ 10

12 Register of Members' Interests and Register of Gifts and Hospitality

Members were reminded to update their registers in respect of Members' Interests and gifts/hospitality, if necessary.

13 Members' Allowances

Members were reminded to notify the Town Clerk if they were not claiming a Members' Allowance; otherwise back payments would be made for 2018/2019.

14 Council Property

Members noted that the Deeds and Trust documents in the custody of the Town Council were available for Members' inspection on request to the Town Clerk.

15 Financial Regulations

Members noted and confirmed that there were no changes to the 2017 Financial Regulations as supplied to and agreed by Members in 2017.

16 Risk Assessment

Members noted and confirmed that there were no changes to the 2017 Risk Assessment as supplied to and agreed by Members in 2017.

17 Internal Audit

Members noted and confirmed that there were no changes to the 2017 Internal Audit Schedule as supplied to and agreed by Members in 2017.

18 Revision of Standing Order relating to Public Speaking at meetings – Standing Orders 3 (f and g)

Members were asked to confirm amendments to Council Standing Orders 3 (f) and (g) as recommended by the Town Clerk in accordance with Members wishes to allow public speaking on individual items of a Council meeting agenda as may be desired.

RESOLVED: That the current wording be amended to read:

(f) The period of time which is designated for public participation in accordance with standing order 3(e) above shall not exceed fifteen minutes unless directed by the chairman of the meeting.

(g) Subject to standing order 3(f) above, each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than three minutes unless directed by the chairman of the meeting.

19 Committee/Working Group Reports

19.1 Planning Committee Reports

Councillor Barlow, Chairman of the Planning Committee, presented the reports of the Planning Committee meetings held on Wednesdays 4 and 18 April and 2 May 2018.

RESOLVED: That the Planning Committee reports be noted.

19.2 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.

20 Reports from Members with Special Responsibilities

20.1 Finance Report

Councillor Wright presented the March 2018 Finance Report and breakdown of Earmarked Reserves as at 31 March 2018.

RESOLVED: That the March 2018 Finance Report and breakdown of Earmarked Reserves as at 31 March 2018 be noted and agreed.

21 Annual Return – Internal Audit Report 2017/18

The Council's Internal Auditor, Mr. Howard Slack, had visited the Council Offices and undertaken the audit of the Council's accounts. Attached with the agenda was a copy of Mr Slack's letter and Internal Audit Report for Members consideration.

RESOLVED: That:

- 1) the Internal Auditor Report be noted and agreed.
- 2) Mr Howard Slack be thanked for the Internal Audit work he had carried out on behalf of the Town Council over the last five years.
- 3) Members noted that as this was the last year that Mr Howard Slack would act as Internal Auditor his replacement, Mr Martin Cordy, would become the Town Council's Internal Auditor from the beginning of the 2018/19 financial year.

22 Annual Return – Governance Statement 2017/18

Members were asked to consider and approve the Annual Governance Statement as this would require completion prior to signing.

RESOLVED: That the Annual Governance Statement be noted and agreed for signing by the Chairman and Town Clerk.

23 Annual Return – Accounting Statements 2017/18

Members were asked to consider and approve the Accounting Statements which had been duly certified and signed by the Town Clerk/RFO. Following approval, the Accounting Statement would be signed by the Chairman.

RESOLVED: That:

- 1) the final Statement of Accounts be noted and agreed for signing by the Chairman.
- 2) the Council staff be thanked for their work in preparing for the audit and maintaining the accounting system throughout the year.

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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 16 May 2018**

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

Apologies: - Marc Kilsbie.

The meeting started at 6.30pm and finished at 7.55pm.

1 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
CLlr Kelvin Dent	18/0871/LBC East Ward. Aurora, Barton Close, Sidmouth, EX10 8NL	Personal Interest	Remained in the Chamber during discussion but did not vote.	A member of the community team for blue plaques.

2 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.

3 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.

4 Urgent item or Amended Plans

- 5** 18/0733/TRE Mr Thomas Saddlers Mead, Sid Road, Sidmouth, EX10 9AQ
Salcombe Regis Ward T1-T4 Beech Fell
APPROVED: Subject to the conditions set out in the Arboricultural Officers report. Members asked that the applicant be requested for all 4 trees to be replaced not just the 1 tree.
(1 letter of objection was received)

6 Applications for consideration

- 7** 18/0762/FUL Matthews Properties 49 High Street, Sidmouth, EX10 8LN
East Ward Ltd & Replacement shopfront, ground floor rear extension, first floor rear porch and alterations to rear windows and doors.
Dawnhaze Ltd
- SUPPORT
- 8** 18/0763/LBC Matthews Properties 49 High Street, Sidmouth, EX10 8LN
East Ward Ltd & Replacement shopfront, ground floor rear extension, first floor rear porch, alterations to
Dawnhaze Ltd

rear windows and doors, repair of rear render and alterations to internal layout.

SUPPORT subject to the agreement of the Conservation Officer.

NOTE: The members asked that the Conservation Officer takes into consideration the needs of the economy of the town when looking at this application and not just the conservation area issues.

- | | | | |
|-----------|-------------------------------------|-----------------|--|
| 9 | 18/0871/LBC
East Ward
SUPPORT | Mr Robert Cann | Aurora, Barton Close, Sidmouth, EX10 8NL
Installation of wall mounted Blue Plaque. |
| 10 | 18/0607/FUL
North Ward | Mr & Mrs Downey | 48 Temple Street, Sidmouth, EX10 9BQ
Proposed new dwelling on land to the rear of 48 Temple Street within the curtilage of Listed Building. |

UNABLE TO SUPPORT

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

- The application is contrary to the emerging Sid Valley Neighbourhood Plan Policy BN06 (Flint Walls)
- The application is contrary to the East Devon Local Plan PolicyD1 (Design and Local Distinctiveness).
- Members were concerned at the close proximity to the neighbouring property where it was planned to leave approx 6" or less gap between the two properties which could prevent any maintenance of the existing property in Chandlers Lane.
- The close proximity to the neighbouring property, which was built in the 1800s may be damaged as it does not have the benefit of modern foundations
- Members did not support the proposed removal of the listed stone boundary wall.

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|-----------|-----------------------------|-----------------|--|
| 11 | 18/0957/FUL
Primley Ward | Mr & Mrs J Ward | 3 Livonia Road, Sidmouth, EX10 9JB
Construction of first floor side extension and single storey rear extension. |
|-----------|-----------------------------|-----------------|--|

SUPPORT

- | | | | |
|-----------|-----------------------------|--------------------------|--|
| 12 | 18/0383/FUL
Sidbury Ward | Mr & Mrs Martyn
Allen | 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. |
|-----------|-----------------------------|--------------------------|--|

UNABLE TO SUPPORT

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

- The proposed design would not be in keeping with the character of the original building.
- The proposed extension would not sit well with the listed building.
- The proposed design is not sympathetic with the surrounding area.

NOTE: The members acknowledge the fact that the plans have been scaled down.

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|-----------|-----------------------------|--------------------------|--|
| 13 | 18/0384/LBC
Sidbury Ward | Mr & Mrs Martyn
Allen | 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.

External alterations to ground floor North West elevation to include the replacement of windows and doors at ground floor. Alterations to existing North East elevation to include blocking up 2no. ground floor windows, replace 1no. window with door and the creation of internal steps leading up to master bedroom. Construct partition walls to create bathroom and cupboard at first floor. |
|-----------|-----------------------------|--------------------------|--|

UNABLE TO SUPPORT

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

- The proposed design would not be in keeping with the character of the original building.
- The proposed extension would not sit well with the listed building.
- The proposed design is not sympathetic with the surrounding area.

14	18/1017/FUL West Ward	Mrs J Gay	The Lodge, Ice House Lane, Sidmouth, EX10 9DS Conversion of existing roof space into additional accommodation with front and rear dormer window units including formation of rear balcony.
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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 balcony as members felt that with the house being elevated, it would adversely impact the neighbouring property's due to overlooking.

15	18/0930/ADV West Ward	Mrs Nicola Harrison	49 Temple Street, Sidmouth, EX10 9BA Retention of 2no non-illuminated fascia signs.
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It was resolved that the application be REFUSED for the following reasons:

Members considered that the signs were not appropriate for a residential area and as such would have an impact on the overall character and appearance of the area.

16	18/1068/FUL West Ward	Mr & Mrs G Denby	2 West Park Road, Sidmouth, EX10 9DH Construction of conservatory.
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SUPPORT

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

18	18/0884/TCA South Ward	Mr Perram	Southcote, Convent Road, Sidmouth, EX10 8RL T1 - Lime - To thin crown by approx 10% of foliar area and a light reduction/reshape, pruning cuts not exceeding 50mm in diameter. T2 - Cherry - To crown lift to approx 2m above ground level & formative prune, cuts not exceeding 75mm in diameter. T3 - Laburnum -To remove ivy and dead wood, carry out a light crown reduction/reshape removing up to 1m, pruning cuts not exceeding 50mm. T4 - Bay - To carry out a crown reduction to leave a finished height of approx. 3m above ground level. T5 - Pittisporum - To carry out a light crown reduction/reshape removing up to 1m, pruning cuts not exceeding 50mm. T6 - Apple - To remove deadwood.
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Works Noted

19 Tree Exemption Reports

No Tree Exemption Reports were received.

20 Unsupported Decisions

No unsupported decisions were reported.

21 Appeals

No appeals were reported.

22 Enforcement Letters

No Enforcement letters were received.

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CHAIRMAN OF THE PLANNING COMMITTEE

Sidmouth Town Council - Detailed Income and Expenditure Report
Month 1 - April 2018

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Council Services</u>				
Public Conveniences	0	0	30,000	30,000
Youth Service Support	7,500	7,500	30,000	22,500
Flower Beds, Planters & Watering	0	0	17,000	17,000
Christmas Lighting & Events	0	0	12,000	12,000
Donation to Christmas Lighting (Income)	0	0	-1,500	-1,500
Sidmouth Hopper Bus	0	0	18,000	18,000
Street Furniture	0	0	2,000	2,000
Sidmouth Information Centre	5,000	5,000	26,600	21,600
Drinking Fountain, Sidbury	0	0	100	100
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	15	15	0	-15
Parish Paths Partnership (Income)	-500	-500	0	500
	£12,015	£12,015	£136,100	£124,085

Discretionary Expenditure

Grants	15,578	15,578	16,000	422
Folk Week, Children's Festival & Family Tickets	25,000	25,000	25,000	0
Folk Week Social Dance	5,000	5,000	5,000	0
Sidmouth Town Band	4,000	4,000	4,000	0
Sidmouth in Bloom	3,000	3,000	3,000	0
South West Museum Development	0	0	800	800
Tourism Promotion Reserve	0	0	8,000	8,000
Red Arrows Display	0	0	6,000	6,000
Neighbourhood Plan	0	0	12,500	12,500
Port Royal Regeneration	0	0	10,000	10,000
Grass Verge Cutting & Town Maintenance	425	425	8,000	7,575
Additional Main Roads Weeding	0	0	1,500	1,500
Woolley Bequest Payments	5,000	5,000	0	-5,000
	£58,003	£58,003	£99,800	£41,797

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 1 - April 2018

Woolcombe House

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
Services Gas/Water/Elec	0	0	3,500	3,500
Woolcombe House Business Rate	3,420	3,420	6,500	3,080
Woolcombe House (Loan Interest&Repayment)	0	0	14,890	14,890
Woolcombe House-General Maintenance	128	128	8,000	7,872
Woolcombe House Building Reserve	0	0	2,000	2,000
	£3,548	£3,548	£34,890	£31,342

Other Property

Alma Lane Field	0	0	500	500
Manstone Youth Centre	2,520	2,520	18,000	15,480
Manstone Sports and Play Areas	0	0	40,000	40,000
Long Park & Play Area	0	0	1,500	1,500
Seafront Amenity Building	2,103	2,103	20,000	17,897
Conservatory Maintenance	0	0	1,000	1,000
Sidmouth Golf Club (Income)	0	0	-5	-5
Elec Pole Rent (Income)	-37	-37	-40	-3
	£4,586	£4,586	£80,955	£76,369

Trust Property

The Ham

The Ham Ground Mtce	0	0	4,100	4,100
The Ham Other Mtce	0	0	2,500	2,500
The Ham Play Equipment	0	0	1,500	1,500
The Ham Reserve	0	0	2,000	2,000
The Ham 3Phase Power	0	0	1,600	1,600
The Ham Rent (Income)	-1,785	-1,785	-9,000	-7,215

Manstone

Manstone Land Ground Mtce	0	0	500	500
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	0	0	0	0
S.R. Allotment Field Rent (Income)	0	0	0	0
S.R. Recreation Field (water)	0	0	250	250
S.R. Recreation Field Rent (Income)	-80	-80	-525	-445
	-£1,865	-£1,865	£5,535	£7,400

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 1 - April 2018

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Members</u>				
Members/Chairman's Allowances	0	0	5,000	5,000
Chairman's Expenses	0	0	2,000	2,000
Members Expenses/Training	0	0	800	800
Civic & Hospitality	0	0	1,000	1,000
	£0	£0	£8,800	£8,800
<u>Staff</u>				
Salaries	7,576	7,576	92,000	84,424
Pensions	1,465	1,465	20,000	18,535
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
	£9,041	£9,041	£103,200	£94,159
<u>Office Expenses</u>				
Postage	0	0	1,600	1,600
Stationery	134	134	1,500	1,366
Telephone	0	0	3,500	3,500
Subscriptions	1,949	1,949	2,000	51
Photocopier	0	0	1,500	1,500
Internet, website and webcams	500	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	0	0	1,600	1,600
Insurance	0	0	5,000	5,000
Sundry	0	0	1,200	1,200
Bank Charges	5	5	200	195
	£2,588	£2,588	£23,800	£21,212

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 1 - April 2018

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
Expense Group Totals				
Council Services	12,015	12,015	136,100	124,085
Discretionary Expenditure	58,003	58,003	99,800	41,797
Woolcombe House	3,548	3,548	34,890	31,342
Other Freehold Property	4,586	4,586	80,955	76,369
Trust Property	-1,865	-1,865	5,535	7,400
Members	0	0	8,800	8,800
Staff	9,041	9,041	103,200	94,159
Office Expenses	2,588	2,588	23,800	21,212
Precept Received	-244,234	-244,234	-488,467	-244,233
Council Tax Support Grant	-2,307	-2,307	-4,613	-2,306
Net Income over Expenditure	-£158,625	-£158,625	£0	£158,625

Current/Deposit Bank Accounts

£719,345

of which

Woolley Bequest

£20,591

Earmarked Reserves

£403,841



Clerk to Sidmouth Town Council
The Clerk
Sidmouth Town Council
Woolcombe House
Woolcombe Lane
Sidmouth
EX10 9BB

Highways, Infrastructure Development & Waste



Public Rights of Way

Lucombe House
County Hall
Topsham Road
Exeter
Devon
EX2 4QD

Tel: 0345 155 1005

Email: richard.spurway@devon.gov.uk

Fax: 01392 381459

1st May 2018

Dear Mr Holland

Proposed Diversion of Public Footpath No.60, Sidmouth

Sections of footpath No.60, Sidmouth, follow routes that have not been used by the public in living memory. Following discussions with the landowners it is proposed to divert those parts on to the route that have been maintained by this Authority and used by the public for passing and repassing. The details are shown on the attached drawing number HIW/PROW/17/060.

The Order would be made under section 119 of the Highways Act 1980 in the interest of the public. There would be no change in the quality of the route affected by this proposal.

If you have any comments can you let me have these by Friday 1st June 2018. If I have not heard from you by that date I will assume you have no comment to make.

Yours sincerely

A handwritten signature in blue ink, appearing to read "R. Spurway".

Richard Spurway
Public Rights of Way Warden

Textphone 0845 155 1020 SMS Text 0777 3333 231
www.devon.gov.uk

Meg Booth
Chief Officer Highways, Infrastructure Development & Waste



Report to: Council
Date of Meeting: 4 June 2018
Public Document: Yes
Exemption: None

Agenda Item 15

Subject: **Suspension and Exemption from Financial Regulations –
 Manstone Skate Park**

Purpose of report: The purpose of this report is to consider the recommendation of the Youth Provision Working Group, Member with Special Responsibility for Finance and Town Clerk regarding the Skate Park project.

Recommendation: **1. That line with Financial Regulation 18.2, Members agree 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.**

Reason for recommendation: To allow the appointment of a preferred contractor and the timely progression of the Manstone Skate Park project.

Officer: Town Clerk

Financial implications: Costs in line with Council's allocated budget, subject to other agencies further grant funding and support. Specification and expected costs to be agreed by Council once consultation, design and form is progressed.

Risk: Low Risk

Background information: Minutes of Sidmouth Town Council – 22 January 2018 and notes of previous Youth Provision Working Group meetings.
Report in full

1. Introduction

- 1.1 Members will recall that as a result of initial investigative work undertaken by the Youth Provision Working Group, £40,000 was allocated for the renewal of Manstone Skate Park in the 2018/19 budget. This was in anticipation of a similar amount being allocated the following year. Members discussion centred around providing a new spray concrete-based facility for the following reasons:
- The design life was much longer
 - The maintenance costs are far lower
- 1.2 There are very few suppliers of sprayed concrete skateparks in the UK, with two recently closing and therefore little value in delaying the works over the summer whilst going through a lengthy procurement process which in this particular case would be of little value.

- 1.3 It should be noted that in order for the project to be achievable and financially viable, it will be necessary to secure additional funds through grants from organisations such as Sport England and also S106 monies from EDDC. It is therefore not possible at this stage to be certain of the amount of funding required nor design specification for a replacement facility making tendering for such a project difficult.
- 1.4 In order to provide these details, to move the project forwards and to secure assistance in both sourcing funding and in consultations with the Youth Centre, schools and potential users, an exemption to standing orders and financial regulations is sought to directly appoint as preferred contractor, Maverick Industries Ltd who are a Dorset based company.
- 1.5 Ergonomic sprayed concrete skateparks are designed to last a lifetime and as such, decisions on choosing a preferred contractor should be on the basis of quality of construction. Maverick have a proven track record of delivering of both a high-quality design and build. Maverick have built the EDDC skatepark at Honiton which was completed to a very high standard and has required almost no maintenance since 2012. Maverick have also successfully supported Newquay Town Council in a bid for £70,000 funding from Sport England towards their new skate park facility.
- 1.6 The company has confirmed that it would be able to attend the July Council meeting to brief Members on a project plan and potential timescales of consultations, funding applications and building times. Having a committed partner early on in the process would help the project run smoothly, efficiently and effectively. The timely adoption of a preferred contractor is recommended by the Youth Provision Working Group, Member with Special Responsibility for Finance and the Town Clerk.

Town Clerk
4 June 2018