

SIDMOUTH TOWN COUNCIL



WOOLCOMBE HOUSE
WOOLCOMBE LANE
SIDMOUTH
DEVON
EX10 9BB

Telephone: 01395 512424
Email: enquiries@sidmouth.gov.uk
Website: www.sidmouth.gov.uk
VAT Reg. No. 142 3103 24

To: All Members of the Town Council
Town Clerk

26 June 2015

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 6 July 2015 at 6.30pm

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

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Chris Holland', written over a horizontal line.

Christopher E Holland
Town Clerk

A G E N D A

- | | | <u>Page/s</u> |
|---|---|---------------|
| | <u>PART 'A'</u> | |
| 1 | Prayers
Prayers will be taken by the Reverend Handel Bennett. | |
| 2 | Apologies
To receive any apologies for absence. | |
| 3 | Minutes
To confirm the minutes of the meeting of the Town Council held on Monday 8 June 2015. | 4 – 8 |
| 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 2015 Police Report.
(Members are asked to notify Sergeant Andrew Squires and the Clerk of questions to be raised in advance of the meeting where possible.)
- 9 **Committee/Working Group Reports**
9.1 Planning Committee Reports
To receive the reports of the Planning Committee meetings held on Wednesdays 3 and 17 June 2015. 9 – 16
9.2 Tourism & Economy Committee Reports
To receive the report of the Tourism & Economy Committee meeting held on Monday 15 June 2015. 17 – 19
- 10 **Reports from Members with Special Responsibilities**
10.1 Finance Report 20 – 23
To receive the Finance Report for May 2015.
10.2 Other Reports from Members with Special Responsibilities
To receive other notified reports from other Members.
- 11 **Neighbourhood Plan for Sidmouth**
To consider the attached discussion paper presented by Councillor Cole. 24 – 25
- 12 **Jurassic Coast**
To receive an update from Councillor Pollentine.

13 Sundial and Toposcope on The Esplanade

East Devon District Council's Streetscene has reported that the Sid Vale Association contacted them regarding the sundial and toposcope on The Esplanade. The plinth of the sundial has been patched up a few times, but is getting beyond repair and there is currently a large chunk missing from the column which will be patched up again as a temporary measure to see it through the summer. The plinth of the toposcope is also cracked and is probably heading the same way.

The SVA has supplied an article from their newsletter dated July 1983, detailing a ceremony to 'hand over' the sundial & toposcope to EDDC and Sidmouth Town Council. It notes that EDDC 'has kindly undertaken to look after them' (i.e. maintain - not replace.) The SVA is keen to renew the features, and has indicated that it may make a contribution towards costs. The Town Council has been asked whether it would be able to assist with finance for the project.

14 Town Centre Flagpole Brackets

At the meeting of the Tourism and Economy Committee held on Monday 15 June it was suggested that although the town was looking spectacular with bunting and flags flying, there were a number of locations around the town where there were no brackets to display flags. The Chamber of Commerce have since suggested that the Town Council considers purchasing additional brackets which the Chamber could arrange the fitting and maintenance of.
Councillor Barlow to report.

Forthcoming Council and Committee meetings:

- 15 July 2015 – Planning Committee
- 29 July 2015 – Planning Committee
- 10 August 2015 – Council
- 12 August 2015 – Planning Committee
- 26 August 2015 – Planning Committee

SIDMOUTH TOWN COUNCIL
Minutes of the meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 8 June 2015 at 6.30pm

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

The meeting started at 6.30pm and finished at 9.00pm.

PART 'A'

23 Prayers

Prayers were taken by the Reverend Philip Bourne.

24 Minutes

The minutes of the meetings of the Town Council held on Monday 18 May 2015 were signed as a true and accurate record with the addition of 'and the lower car park' into Minute Number 19.

25 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Kelvin Dent	33 East Devon Local Plan and CIL Charging Schedule	Personal	Remained in the Chamber during discussion and voting	Vice Chairman Knowle Residents Assoc.
Cllr David Barratt	36 Parishes Together Fund 2015/2016	Personal	Remained in the Chamber during discussion and voting	EDDC Member of PTF committee
Cllr Graham Liverton	38 Former Members	Personal	Remained in the Chamber during discussion and voting	Wife is a former Member of the Town Council

26 Matters of Urgency or Report from the Chairman

- The Chairman asked Members to stand for a minutes silence in remembrance of former Member of the Council, Alan Pascoe who had died recently.
- The Chairman read a letter received from Farringdon Parish Council thanking Sidmouth Town Council for their support in the Parishes Together Funding of two new bus shelters in their village.

26 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.

27 Public Open Question Time

- Councillor Rayson asked District Councillors to consider the purchase of the scout hut at auction on 17 June 2015 to enable its use as a meeting room, storage and potential extension to the Manor Pavilion Theatre. Councillor Hughes reported that the District Council were monitoring the property and its potential use.
- Councillors Barlow asked why the District Council had repaired the bus shelter at the Triangle once under insurance but had now removed it; this should be replaced perhaps using S106 monies. The Chairman agreed that a strongly worded letter be sent to the District Council asking that the bus shelter be replaced as soon as possible.
- Councillor Barlow asked District Councillors to start making provision for the changes that will occur in Sidmouth after the relocation of EDDC and consider if there are services or assets that could be transferred to the management or ownership of the Town Council.
- Councillor Rayson considered that the repairs to the wall at Connaught Gardens were taking too long and asked the District Councillors to put pressure on EDDC to accelerate the replacement.
- Councillor Addis asked the County Councillor whether County Highways were consulted regarding the position of a new blue badge parking space opposite Drew's Butchers in Sidbury. He was concerned that this would lead to disruptions in the flow of traffic through Fore Street and an alternative site was available nearby along the river wall in Ridgeway. County Councillor Stuart Hughes replied that County Highways had been consulted and it was not deemed to make significant disruption to traffic through the 20 mile speed limit area, also the parking place was not for sole use and would be more useful opposite the shops.
- Councillor Cole asked Members to consider implementing a Neighbourhood Plan for the Sid Valley. The Chairman replied that he had asked Councillor Cole to create an outline scoping document that would be presented for discussion at a future Council meeting.
- Councillor Brokenshire asked the County Councillor when the drains in Sidford High Street were last cleared of debris and when is the next time they will be cleared. In the event that residents are affected financially because of flooding and the clogged drains contribute to the flooding will Devon County Council be liable. County Councillor Stuart Hughes reported that the drains were last cleared on 28 September 2014 and will be cleared again in September 2015. In the event of flooding each case would be taken into consideration on an individual basis where liability and fault would need to be proven against the County Council.

28 Police Report

Sgt Andy Squires presented the police report for May 2015 which showed a total of 33 incidents compared to 55 incidents recorded in May 2014; representing a 40% decrease. He also reported that two replacement officers would commence on 23 June and 6 July; this would bring Sidmouth's contingent to a full team.

29 Committee/Working Group Reports

29.1 Planning Committee Reports

Councillor Dyson, Chairman of the Planning Committee presented the report of the Planning Committee meeting held on Wednesdays 20 May 2015.

RESOLVED: That the Planning Committee reports be noted and agreed.

30 Reports from Members with Special Responsibilities

30.1 Finance Report

Councillor Dyson presented the April 2015 Finance Report.

RESOLVED: That the April 2015 Finance Report be noted and agreed.

31 East Devon & Mid Devon Community Safety Partnership

Gerry Moore, Community Safety and Anti-Social Behaviour Co-ordinator for East Devon had written to ask that Sidmouth Town Council nominate a representative to attend meetings of the East Devon & Mid Devon Community Safety Partnership Local Action Group.

RESOLVED: That Councillor Marc Kilsbie attends East Devon & Mid Devon Community Safety Partnership Local Action Group meetings on behalf of the Town Council.

Sidmouth Health and Social Care Forum

The Chairman also reported that Di Fuller had written to request a Sidmouth Town Council representative for the Sidmouth Health and Social Care Forum; the next meeting of which would be held on Wednesday 17 June 2015 2.30pm – 4.30pm.

RESOLVED: That Councillor Louise Cole attends Sidmouth Health and Social Care Forum meetings with Councillor Dawn Manley acting as Deputy.

32 Sidmouth Science Festival

Dave Bramley, Sidmouth Science Festival had requested permission to borrow the Town Council's marquee for an Esplanade event on Sunday 11 October 2015 and a Norman Lockyer Observatory event on Sunday 18 October 2015.

He also asked to use the Interpretation Centre on Sunday 11 October 2015 as part of the event to celebrate the science and technology of the Sidmouth Esplanade.

RESOLVED: 1) That permission be given to Sidmouth Science Festival to borrow the Town Council's marquee for an Esplanade event on Sunday 11 October 2015 and a Norman Lockyer Observatory event on Sunday 18 October 2015 and use of the Interpretation Centre on Sunday 11 October 2015.

2) That the Town Clerk in consultation with the Chairman, be given delegated authority to approve use of the Town Council Marquee in future.

33 East Devon Local Plan and Community Infrastructure Levy Charging Schedule – Consultation on Proposed Changes

Matthew Dickins, EDDC Planning Policy Manager had written to advise that there was a public **consultation regarding proposed changes** to the East Devon Local Plan and to the Community Infrastructure Levy Draft Charging Schedule.

The Chairman reported that the changes to the Community Infrastructure Levy Charging Schedule did not affect Sidmouth and only concerned Cranbrook.

RESOLVED: That Sidmouth Town Council notes excerpt Strategy 26, Development at Sidmouth and reiterates its previous comments with the following additional points:

1. The New Homes allocation should retain the note of *'an additional 100'* new homes as the exclusion of this number leaves the new home allocation open ended.
2. Sidmouth Town Council strongly supports the removal of section d) Land north of Sidford regarding additional employment land and the removal of the similar notes under section 2. Jobs
3. With reference to section d) and section 2. – the document should also include an 'intention to protect the green wedge between Sidford and Sidbury in order to retain the integrity of Sidbury as a village'.
4. Section c) Land at Port Royal Site should include the wording Land for residential use is allocated for *'up to'* 30 homes.

34 Electoral Review of Devon: Draft Recommendations

The Local Government Boundary Commission for England had published draft recommendations on the future electoral arrangements for Devon County Council. There was an eight week public consultation on the Commission's draft recommendations on new division boundaries across Devon which closes on 6 July 2015.

RESOLVED: That Sidmouth Town Council supports the inclusion of Sidbury into the Sidmouth Division and requests that it be entitled the Sid Valley Division to make it clear that it includes Sidmouth, Sidford, Salcombe Regis and Sidbury.

The remaining two member divisions should be split into one member divisions to bring them into line with all the remaining single seat divisions.

35 Proposals to change EDDC's Beach Huts, Beach Hut Sites and Beach Chalet Services

East Devon District Council had commenced a consultation on changes to their Beach Huts, Beach Hut Sites and Beach Chalet Services.

RESOLVED: That:

- Sidmouth Town Council strongly opposes the addition of 10 huts between the end of The Esplanade and Chit Rocks; this would devastate the open nature of the seafront and obstruct the sea view thus damaging a vital amenity currently enjoyed by walkers using the Millennium Walkway.
- Sidmouth Town Council strongly opposes the intention to auction the beach huts for a five year period to the highest bidder; the beach huts should be seen as a Public Service and therefore should be available to all.
- Priority should be given to Sidmouth residents who are on the Electoral Role.
- Sidmouth Town Council should be given first refusal of an option to lease all of the huts from the District Council and manage the huts on behalf of Sidmouth residents. In such an instance the Town Council would need to have access to the District Council's fully costed business plan to fully understand the costs and income involved.

36 Parishes Together Fund 2015 / 2016

Jamie Buckley, EDDC Community Engagement and Funding Officer had written that for the fourth year East Devon District Council had worked with Devon County Council to put the sum of £1.10 per elector into a Parishes Together Fund grants scheme. The funding was available to town and parish councils working together and involving the community to try and solve local issues.

RESOLVED: That Members be asked to advise the Town Clerk of any projects that could be considered under this item.

37 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'

38 Former Members

Members were asked to consider a report from the Chairman.

RESOLVED: That an extraordinary meeting of the Council be held at the rising of the July Council meeting.

.....
CHAIRMAN OF THE COUNCIL

**Minutes of the meeting of
Sidmouth Town Council's Planning Committee
Held at the Council Chamber, Woolcombe House, Sidmouth,
Wednesday 3rd June 2015**

Councillors present: - Ian Barlow (Vice-Chairman in the Chair)
David Addis
Jack Brokenshire
Michael Earthey
Marc Kilsbie
Ian McKenzie-Edwards
Simon Pollentine
John Rayson

Apologies: - John Dyson
Kelvin Dent
Graham Liverton
Stuart Hughes
Dawn Manley
Jeff Turner

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

In the absence of the Chairman, Councillor Simon Pollentine was appointed as Vice-Chairman for the meeting.

27 Declarations of Interest

No Declarations of Interest were received.

28 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.

29 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

- | | | | |
|-----------|------------------------------------|--------------------|---|
| 30 | 15/1109/FUL
<i>South Ward</i> | MR JONATHAN PURDUE | GLEN GARRIF, 33 UPPER HIGHFIELD, SIDMOUTH,
EX10 8XB

Replacement of flat roof with construction of two pitched roofs and re-build of conservatory on east elevation. |
| | Support | | |
| 31 | 15/0866/FUL
<i>Sidbury Ward</i> | MRS M JORDAN | 23 COTFORD ROAD, SIDBURY, SIDMOUTH,
EX10 0SQ

Conversion of existing garage with first floor studio to self contained holiday accommodation. |

Support subject to the agreement of the Conservation Officer and subject to a tie to the main building.

- 32** 15/0998/FUL MR & MRS HAYNES OLD ORCHARD, 24 COTFORD ROAD, SIDBURY, SIDMOUTH, EX10 0SQ
Sidbury Ward
Single storey extension and alteration to roof of existing side extension. Demolition of existing outbuilding and reconstruction.

Support subject to the agreement of the Conservation Officer.

- 33** 15/1110/LBC MR PETER VINCENT THE LONG HOUSE, SALCOMBE HILL, SIDMOUTH, EX10 0NY
Salcombe Regis Ward
Retention of kitchen and bedroom doors, insertion of internal door to en-suite, 2 no. glass panels in walls internally; retention of external attached pergola.

Support subject to the agreement of the Conservation Officer.

- 34** 15/1144/FUL MR PETER VINCENT THE LONG HOUSE, SALCOMBE HILL, SIDMOUTH, EX10 0NY
Salcombe Regis Ward
Retention of pergola (retrospective application).

Support subject to the agreement of the Conservation Officer.

- 35** 15/0977/FUL MRS EMMA MORLEY 15 FLEMING AVENUE, SIDMOUTH, EX10 9NZ
Primley Ward
Retrospective application for construction of boundary fence.

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

The boundary fence was not in keeping with the open aspect of the surrounding area.

- 36** 15/1087/FUL MRS L CASTELL 11 MANSTONE MEAD, SIDMOUTH, EX10 9RX
Primley Ward
Construction of single storey extension.

Support

- 37** 15/1097/FUL MR M BELCHER 1 SALCOMBE ROAD, SIDMOUTH, EX10 8PS
East Ward
Conversion to form 3no flats including demolition of extension to rear and construction of replacement rear extension and enlarged dormer.

Support subject to the agreement of the Conservation Officer.

- 38** 15/1098/LBC MR M BELCHER 1 SALCOMBE ROAD, SIDMOUTH, EX10 8PS
East Ward
Conversion to 3no flats including internal alterations, demolition of extension to rear and construction of replacement rear extension and enlarged dormer.

Support subject to the agreement of the Conservation Officer.

Tree Application for Decision

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

- 39** 15/1069/TRE MRS S MOUNOURY 43 ALEXANDRIA ROAD, SIDMOUTH, EX10 9HG
West Ward
T1, Conifer: Crown lift to 4m above ground level.
T2, Holm Oak: Crown reduction, reducing crown spread from 4.5 to 3.5m, removing branches 1 to

2m in length, pruning cuts up to 75mm in diameter.
Crown lift to 3m above ground level.

APPROVED: Subject to the conditions made in the Arboricultural Officers Report.

40

15/0917/TRE
South Ward

MR D ROWAN

CAMDEN, ELYSIAN FIELDS, SIDMOUTH

T1, Sycamore: Remove the four primary branches growing to the south.

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, Sycamore: Crown reduction of the tree's southern crown aspect. Removing up to 3 metres from branch ends back to side growth, making pruning cut no greater than 75 mm in diameter. Crown reduction works to retain a crown radius of 9 metres and a tree height of 12 metres (current radius of 11 metres and height of 13 metres). Remove three low stubby branches (approximately 100mm diameter) from the south side of the tree.

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

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

T1, Sycamore: Remove the four primary branches growing to the south.

1. The proposed works will be detrimental to the health and amenity value of the tree. Lesser more appropriate works have been approved to manage the tree. The approved works address concerns over branch failure and to a degree will reduce leaf fall. However other methods exist to prevent blocking of gutter by tree debris such as regular clearing fallen debris or fitting gutter guards.

41

15/0934/TRE
South Ward

MR P BRANDLING-
HARRIS

HEATHERS, KNOWLE DRIVE, SIDMOUTH, EX10 8HW
T1, Blue Cedar: Crown reduction to retain a tree with a finished height of 12 metres and an approximate crown radius of 4 metres.

APPROVED: Subject to the conditions made in the Arboricultural Officers Report.

42

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

The Town Council had been given the required notification of the following tree works.

a)

15/0942/TCA
South Ward

MRS HARDING

BROADWAY COTTAGE, BROADWAY, SIDMOUTH,
EX10 8RQ

Row 1 – 1 of Laurel and 5 of Thuja: Cut back to clear garage roof by 1 metre.

T1, Yew: Remove small low branch of 0.5 metres over hedge.

T2, Beech: Fell

T3, Holm Oak: Crown reduction to leave a tree with a height of 3.5 metres and a spread of 2.5 metres.

Works noted

b) 15/1113/TCA MR P LOVELESS TREE TOPS, BOUGHMORE ROAD, SIDMOUTH,
South Ward EX10 8SH
T1, Oak: Remove three lowest branches growing to
the west 50-75mm diameter).

Works noted

43 Tree Exemption Reports

No Tree Exemptions works were reported.

44 Unsupported Decisions

Planning Application No. 14/3005/FUL

Hatway Cottage, Sidbury, EX10 0QR

Replacement two storey extension to dwelling and terracing of adjacent garden; extension to existing detached annexe; and change of use of barn to holiday let including external alterations and extension to decking.

Town Council

District Council

SPLIT DECISION

GRANTED

Part of the application was supported and part of the application was not supported

Planning Application No. 15/0448/FUL

Flat 3 Rosemount, Station Road, Sidmouth, EX10 8NZ.

Installation of 2 windows in the bay on the south west elevation and replacement of existing window and installation of roof light on north west elevation.

Town Council

District Council

SPLIT DECISION

GRANTED (following amendment of the application removing the part of the scheme not supported by the Town Council)

Part of the application was supported and part of the application was not supported

Planning Application No. 15/0558/FUL

Michaelmas House, Radway, Sidmouth

Construction of single storey rear extension.

Town Council

District Council

Unable to support

Granted

45 Appeals

No Appeals were reported.

46 Enforcement Letters

No enforcement letters were received.

.....
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 17th June 2015**

Councillors present:- John Dyson (Chairman)
Ian Barlow (Vice-Chairman)
David Addis
Jack Brokenshire
Kelvin Dent
Michael Earthey
Marc Kilsbie
Ian McKenzie-Edwards
Simon Pollentine
John Rayson
Jeff Turner

Apologies:- Graham Liverton
Stuart Hughes
Dawn Manley

The meeting started at 6.30pm and finished at 8.25 pm.

47 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Michael Earthey	15/1249/FUL 34 Temple Street, Sidmouth, EX10 9BA	Disclosable pecuniary interest	Left the chamber during discussion and voting.	Applicant is a near neighbour.
Cllr John Dyson	15/0980/FUL High Orchard, Hillside Road, Sidmouth, EX10 8JE	Personal interest	Remained in the chamber during discussion but did not vote.	Applicant is a sponsor of the Hopper Bus.

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** 15/1249/FUL MR SIMON CORNWELL 34 TEMPLE STREET, SIDMOUTH, EX10 9BA
North Ward Construction of a single storey extension.

Support
- 51** 15/1234/FUL MR DAVID MARSHMAN 27 TYRELL MEAD, SIDMOUTH, EX10 9TP
Primley Ward Construction of dormer windows in front and rear roof slopes.

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

- The development would be intrusive and out of keeping with the character of the area.
- The development would adversely affect the amenity of the neighbouring properties.

52 15/1295/FUL MR CHRIS BOND 10 MALDEN ROAD, SIDMOUTH, EX10 9LS
Primley Ward Two-storey side and single-storey rear extensions
and rear dormer window with roof enlargement.

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

- The development would be out of proportion with the other houses in the area.
- The development would adversely affect the amenity of the neighbouring properties.
- The design and mass of the proposed extensions would be out of keeping and inappropriate to the local character of the area.

53 15/0980/FUL MRS ANDRIANNA HIGH ORCHARD, HILLSIDE ROAD, SIDMOUTH,
Salcombe Regis FRANKS EX10 8JE
Ward Retrospective application for the construction of
tree house.

Support

54 15/1200/FUL MR & MRS S PAUL BRIGHT WATER, SID LANE, SIDMOUTH,
Salcombe Regis EX10 9AW
Ward Construction of two storey side extension.

Support

55 15/1226/FUL MR & MRS C TRUSSELL LITTLEMEAD, BEATLANDS ROAD, SIDMOUTH,
Salcombe Regis EX10 8JH
Ward Construction of single storey side extension on
north elevation.

Support

56 15/1308/LBC DR CLEMENT BRISTOW 2 SID BANK, SID LANE, SIDMOUTH, EX10 9AW
Salcombe Regis Re-slating of front elevation of roof.
Ward

Support subject to the agreement of the Conservation Officer.

57 14/2423/MFUL CROWPITS SOLAR PARK LAND AT CROWPITS, COOMBE ESTATE, SIDBURY
Sidbury Ward LTD Installation of a 4.8MW photovoltaic park with
associated infrastructure including inverter stations,
transformers, substations, security fence and pole
mounted and fixed security cameras (EIA
Development with accompanying statement).
*Amended plans received relating to a reduction in
the developed area by 60% with associated
reduction in generating capacity from 9.9mw to
4.8mw.*

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

The amendments to the proposal were not considered sufficient enough to alter the Committee's previous view that the proposed development would create a significant and detrimental visual impact in the countryside within this important Area of Outstanding Natural Beauty.

- 58 15/0970/FUL PENINSULA LAND AT SIDMOUTH HOUSE AND BAY TREES,
South Ward DEVELOPMENTS (SW) COTMATON ROAD, SIDMOUTH, EX10 8ST
LTD Construction of detached dwelling (revised proposal
to permission 14/0468/FUL).

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

The revised proposal re-affirmed the Committee's previous view that the design and mass of the proposed dwelling would be totally out of keeping and inappropriate to the character of the area by reason of a poor design which would appear over dominating in the street scene.

- 59 15/1173/LBC MR TAYLOR CLIFTON HOUSE, 4 CLIFTON PLACE, PEAK HILL
South Ward ROAD, SIDMOUTH, EX10 8RZ
Creation of new access and staircase to Clifton Walk
with balustrade and internal alterations to Clifton
House.

Deferred:

This item was deferred pending receipt of additional information regarding the creation of the new access and staircase to Clifton Walk as Members considered that the information provided was insufficient.

- 60 15/1174/FUL MR TAYLOR CLIFTON HOUSE, 4 CLIFTON PLACE, PEAK HILL
South Ward ROAD, SIDMOUTH, EX10 8RZ
Creation of new access and staircase onto Clifton
Walk with balustrade and internal alterations to
Clifton House.

Deferred:

This item was deferred pending receipt of additional information regarding the creation of the new access and staircase to Clifton Walk as Members considered that the information provided was insufficient.

- 61 15/1327/LBC AUDLEY MANAGEMENT AUDLEY (ASH HOUSE), ALL SAINTS ROAD,
South Ward CO LTD SIDMOUTH, EX10 8DY
Parapet refurbishment works, replacement roof
section and new rainwater downpipes.

Support subject to the agreement of the Conservation Officer.

- 62 15/1241/FUL MR BARRY BYRON DENBIGH, BENNETTS HILL, SIDMOUTH, EX10 9XH
West Ward Construction of part two storey and part single
storey rear extension, single storey side extension
to provide enlarged replacement garage and porch
and bay window to front elevation.

Support

- 63 15/1323/FUL CTIL AND VODAFONE FOUR ELMS TELECOMMUNICATIONS MAST
West Ward LTD (Land at Northmostown Farm) Sidmouth
Replacement of 6 no. antenna and associated
mounts/brackets together with 3 no. remote radio
units, ancillary apparatus and 2 no. 600mm dishes.

Support

- 64 **Prior notification of proposed works to trees in Conservation Area (Section 211 Notice)**
The Town Council had been given the required notification of the following tree works.

a) 15/1149/TCA MR PEACOCK BELVEDERE COURT, HILLSIDE ROAD, SIDMOUTH,
Salcombe Regis EX10 8FD
Ward T1, Oak (Twin stem): Fell

Works Noted

b) 15/1231/TCA MRS L TRUSCOTT FIR TREES, SID ROAD, SIDMOUTH, EX10 8QP
Salcombe Regis Fell one Yew tree.
Ward

Members noted and unanimously agreed with the Arboricultural Officer's report that a Tree Preservation Order be served to prevent the removal of the tree due to its age, future longevity and its contribution to the amenity of the area.

c) 15/1136/TCA MS JO GRAY LONGBRIDGE, BOUGHMORE ROAD, SIDMOUTH,
South Ward EX10 8SH
(T1) Blue Atlas Cedar.
Crown reduction – Reduce height by 1.5m and side branches by up to 2m to leave a crown spread of 5m to west and 3m to east with a finished height of approx.10m.
Works Noted

65 Tree Exemption Reports
No Tree Exemptions works were reported.

66 Unsupported Decisions
No unsupported decisions were received.

67 Appeals
No Appeals were reported.

68 Enforcement Letters
No enforcement letters were received.

.....
CHAIRMAN OF THE PLANNING COMMITTEE

SIDMOUTH TOWN COUNCIL
Minutes of a Meeting of Sidmouth Town Council's
Tourism and Economy Committee
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 15 June 2015 at 6.30 pm

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

The meeting started at 6:30pm and finished at 9.00pm

PART 'A'

1 Appointment of the Chairman of the Tourism & Economy Committee

It was proposed by Councillor Barratt and seconded by Councillor Barlow that Councillor Simon Pollentine be appointed Chairman of the Tourism & Economy Committee for the forthcoming year.

There being no other nominations, Councillor Simon Pollentine was duly elected Chairman of the Tourism & Economy Committee for the forthcoming year.

2 Appointment of the Vice-Chairman of the Tourism & Economy Committee

It was proposed by Councillor Hollick and seconded by Councillor Liverton that Councillor Frances Newth be appointed Vice-Chairman of Tourism & Economy Committee for the forthcoming year.

There being no other nominations, Councillor Frances Newth was duly elected Vice-Chairman of Tourism & Economy Committee for the forthcoming year.

3 Minutes

The Minutes of the Tourism & Economy Committee meeting held on Monday 9 March 2015 were signed as a true and accurate record.

4 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Simon Pollentine	14 Advertising Rates	Personal	Remained in Chamber	Directory Advertiser
Cllr Ian Barlow	14 Advertising Rates	Personal	Remained in Chamber	Guide Advertiser
Cllr Stuart Hughes	10 Red Arrows	Personal	Remained in Chamber	Devon County Council Locality Budget

Cllr Ian Barlow	10 Red Arrows	Personal	Remained in Chamber	Business contributor
-----------------	---------------	----------	---------------------	----------------------

5 Matters of Urgency or Report from the Chairman

The Chairman reported that there had been a good article about Sidmouth in the recent Devonshire magazine and that Sidmouth had been mentioned in the Guardian Festivals supplement.

6 Exclusion of the Public

RESOLVED: That the classification given to the documents to be submitted to the Committee, be confirmed, and that the reports relating to exempt information, be dealt with under Part B. The two representatives from the Chamber of Commerce were invited to remain in the Chamber for the first Part B item.

7 Information Centre Manager's Report

Jeff Bailey, Sidmouth Information Centre Manager presented his report.

RESOLVED: 1) that the Information Manager's report be noted.

2) that signage be created to advertise the Visit Sidmouth website to be placed in the TIC window.

8 Sidmouth Information Centre Finance Report

Councillor Pollentine presented the Finance Report for the Financial Year to 31 March 2015 in respect of the Sidmouth Information Centre

RESOLVED: That the Sidmouth Information Centre's Finance Report be noted and agreed. The Chairman asked that thanks be recorded to the SIC Manager and staff for their hard work throughout the year.

9 Town Guide Distribution Figures

The Chairman reported the latest Guide distribution figures which showed that nearly 14,000 2015 guides had been sent out. The Chairman thanked Adele Salter for designing the Red Arrows label which is placed on each guide to advertise the date. He also thanked Cllr McKenzie-Edwards and his wife who had enveloped another large batch of guides ready for distribution.

RESOLVED: That the Guide distribution figures be noted. The Chairman would meet with Councillors Barlow, Cole and Wright to discuss how best to use social media to advertise initially the Red Arrows visit followed by the Sidmouth guide and Sidmouth as a whole.

10 Red Arrows

Councillor Barlow gave an update with regard to the forthcoming visit from the Red Arrows. He reported that £6,000 had already been pledged from various Sidmouth businesses and over £1,000 from private individuals; he was awaiting a response from the Keith Owen Fund.

RESOLVED: That Councillor Barlow's report be noted.

11 Matters Raised By Invited Representatives

Mr Richard Eley reported the Chamber of Commerce's position on a number of issues including the following:

- The Chamber of Commerce welcomed the increasing number of annual events now being held in Sidmouth; this can only be good for the vibrancy and viability of the town.
- The Chamber of Commerce would be opposing the District Council's proposal to install ten beach huts along the Millennium walkway.
- The new arrangements for the Mill Street car park were not working; of the 40 spaces only 5 or 6 were regularly being used which is a poor use of resource.

- The Chamber of Commerce were working on a gradual process of Town Centre Excellence with incremental improvements of small areas at a time looking in detail at issues including those of signage and lighting.
- The Chamber of Commerce fully supported proposals to create a Neighbourhood Plan for the Sid Valley.
- There was an annual fund of £25 million available from the Coastal Communities Fund who welcomed applications from a Town/Parish level rather than a County Council level.

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.

12 Late Night Shopping

Members were asked to consider a request for funding from Sidmouth Chamber of Commerce.

RESOLVED: 1) that the Town Council supports the Chamber of Commerce in the sum of £200, to pay for an organiser for the Late Night Shopping event.

2) that a further discussion be held to consider the issue of employing a PR company on an ad-hoc basis .v. employing a full time Town/Marketing Manager.

13 Town Guide Income and Expenditure

Councillor Pollentine presented the Income and Expenditure Report for the Financial Year to 31 March 2015 in respect of the Town Guide.

RESOLVED: That the Town Guide Income and Expenditure Report be noted and agreed. The Chairman asked that thanks be recorded to Mrs White and Mrs Salter who worked hard to obtain as much support from advertisers in the Guide and Directory.

14 Advertising Rates

Members were asked to consider the basic advertising rates for the 2016 Guide and Directory; Members had agreed at the Tourism & Economy Committee meeting held on 16 June 2014 that advertising rates should be increased by CPI; it was therefore recommended to freeze current prices for 2016.

RESOLVED: That the basic advertising rates be again frozen for the 2016 Guide and Directory.

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

**Sidmouth Town Council - Detailed Income and Expenditure Report
Month 2 - May 2015**

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Council Services</u>				
Public Conveniences	0	0	28,000	28,000
Public Conveniences-Mtce Sidbury/Manstone	0	0	1,000	1,000
Flower Beds, Planters & Watering	0	581	16,000	15,419
Christmas Lighting & Switch-on	0	0	8,800	8,800
Donation to Christmas Lighting (Income)	0	0	-1,500	-1,500
Sidmouth Hopper Bus	2,768	2,768	8,000	5,232
Donation to Hopper Bus (Income)	0	0	0	0
Noticeboards and Fingerposts	0	0	2,500	2,500
Sidmouth Information Centre	0	0	21,600	21,600
Drinking Fountain, Sidbury	11	11	100	89
Annual Report Printing/Distribution	0	0	1,000	1,000
Parish Paths Partnership Payments	0	0	0	0
Parish Paths Partnership (Income)	0	-2,774	0	2,774
	£2,779	£586	£85,500	£84,914

Discretionary Expenditure

Grants	0	10,590	12,000	1,410
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	0	0	2,000	2,000
Boat Jetty (former Jurassic Coast Marine Links)	0	0	25,000	25,000
South West Museum Development	0	0	800	800
Dog Hygiene Bins	0	0	600	600
Sand bags	0	0	1,500	1,500
Youth Service Support	6,000	6,000	24,000	18,000
Seagulls Management	0	0	450	450
Sidmouth App / Promotion	0	0	2,000	2,000
Donation to use of Party Tent (Income)	0	0	0	0
Woolley Bequest Payments	0	0	0	0
Woolley Bequest (Income)	-50	-100	0	100
	£35,950	£46,490	£98,350	£51,860

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 2 - May 2015

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Woolcombe House</u>				
Services Gas/Water/Elec	722	879	3,800	2,921
Woolcombe House Business Rate	0	2,880	5,800	2,920
Woolcombe House (Loan Interest & Repayment)	0	0	14,890	14,890
Woolcombe House-General Maintenance	303	626	5,800	5,174
Woolcombe House Grounds	76	152	1,200	1,048
Woolcombe House Building Reserve	0	0	2,000	2,000
Council Chamber Hire (Income)	0	0	0	0
Band Hut Repairs	0	0	6,750	6,750
	£1,101	£4,537	£40,240	£35,703
<u>Other Property</u>				
Alma Lane Field	0	0	500	500
Alma Lane Field (Income)	-50	-50	0	50
Manstone Youth Centre	520	3,773	12,000	8,227
Manstone Sports and Play Areas	0	0	5,000	5,000
Long Park & Play Area	0	0	8,000	8,000
Other Additional Play Areas	0	0	10,000	10,000
Seafront Amenity Building	424	2,627	20,000	17,373
Stowford Community Centre	0	0	5,000	5,000
Conservatory Maintenance	190	250	1,000	750
Fire Beacon Stewardship (Income)	0	0	0	0
Sidmouth Golf Club (Income)	0	0	-5	-5
Elec Pole Rent (Income)	0	-37	-35	2
	£1,084	£6,563	£61,460	£54,897
<u>Trust Property</u>				
<u>The Ham</u>				
The Ham Ground Mtce	0	0	4,103	4,103
The Ham Other Mtce	96	96	2,500	2,404
The Ham Play Equipment	0	0	1,300	1,300
The Ham Reserve	0	0	2,000	2,000
The Ham 3Phase Power	37	37	500	463
The Ham Rent (Income)	-1,000	-1,000	-8,125	-7,125
<u>Manstone</u>				
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	-950	-950
<u>Salcombe Regis</u>				
S.R. Allotment Field Rent (Income)	0	0	-1	-1
S.R. Recreation Field (water)	26	26	250	224
S.R. Recreation Field Rent (Income)	0	0	-2	-2
	-£841	-£841	£5,675	£6,516

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 2 - May 2015

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Members</u>				
Members/Chairman's Allowances	4,932	4,932	5,500	568
Chairman's Expenses	50	50	2,000	1,950
Members Expenses/Training	0	0	1,000	1,000
Elections	0	0	7,000	7,000
Civic & Hospitality	186	186	1,000	814
Civic Regalia	0	0	2,500	2,500
	£5,168	£5,168	£19,000	£13,832
<u>Staff</u>				
Salaries	7,054	14,198	90,000	75,802
Pensions	1,389	2,788	18,000	15,212
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)	-165	-165	0	165
	£8,278	£16,821	£99,200	£82,379
<u>Office Expenses</u>				
Postage	28	28	1,500	1,472
Stationery	295	410	1,500	1,090
Telephone	0	522	3,000	2,478
Subscriptions	80	1,937	2,000	63
Photocopier	350	350	1,500	1,150
Internet, website and webcams	0	0	500	500
Computer Software Contracts	0	0	1,200	1,200
Computer Maintenance Contingency	0	0	3,000	3,000
Advertisements	40	40	500	460
Audit	300	300	1,600	1,300
Insurance	0	0	5,300	5,300
Sundry	5	43	1,200	1,157
Bank Charges	-1	-1	0	1
Bank Interest Received (Income)	-165	-248	0	248
	£932	£3,381	£22,800	£19,419

Sidmouth Town Council - Detailed Income and Expenditure Report Month 2 - May 2015

Expense Group Totals	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
Council Services	2,779	586	85,500	84,914
Discretionary Expenditure	35,950	46,490	98,350	51,860
Woolcombe House	1,101	4,537	40,240	35,703
Other Freehold Property	1,084	6,563	61,460	54,897
Trust Property	-841	-841	5,675	6,516
Members	5,168	5,168	19,000	13,832
Staff	8,278	16,821	99,200	82,379
Office Expenses	932	3,381	22,800	19,419
Precept Received	0	-206,664	-413,328	-206,664
Council Tax Support Grant	0	-9,449	-18,897	-9,448
Net Income over Expenditure	£54,451	-£133,408	£0	£133,408

Current/Deposit Bank Accounts

£583,346

of which

Woolley Bequest

£55,320

Earmarked Reserves

£276,686



A Neighbourhood Plan (NP) for Sidmouth?

An introductory paper prepared by Cllr. Louise Cole to inform discussion on this agenda item on the Monday July 6th 2015 Sidmouth Town Council Meeting.

Why is it important?

- Allows the community to address areas that are of concern and that there is a potential to influence e.g. Alexandria Industrial Estate, Port Royal, Beach Management, the Esplanade, Boundaries of the Conservation Area, the Ham, Town Centre Excellence sites, Knowle parkland, other areas that require improvement
- Gives community a voice in decision making, it is a transparent and accountable process to decide on and implement improvements according to a strong local 'voice'
- Helps the community to set improvement priorities and achieve them within a planned timescale
- Once adopted, the policies become part of the development plan- holds legal weight in decisions.
- More focused on the local level - Local Plan covers the District –an NP provides useful detail
- Promotes Sidmouth and demonstrates the leadership and vision of the Council as a qualifying body
- Encourages groups that may not usually work together to do so for a common purpose
- Provides a way to bring together the many different ideas that are held into a clear and deliverable plan

How does it work with the Local Plan?

- Can help inform, add detail, direct and shape development in Sidmouth though must accord with the Local Plan
- An NP can be developed alongside a Local Plan – there is no requirement for a Local Plan to have already been agreed
- An NP cannot propose lower levels of growth and housing than that in the Local Plan.
- An NP can identify community priorities. e.g. promoting public transport & parking needs, regeneration of town centres or areas of concern, management of parkland
- Both plans must support sustainable development (environmental, social and economic objectives)
- The Local Planning Authority has a duty to support the process

What does the community gain?

- Potential to have more influence over the type, location, size, pace and design of development coming forward (including infrastructure, housing and commercial development)
- Can improve relationships between developers, local authority and the community
- Groups in the community can have significant roles in developing the plan and implementing it under the direction of the Council i.e. working with others as long as is transparent and agreed
- Bringing together of different interests for the common aim of improving Sidmouth where realistic influence is possible
- A clear understanding of the priorities for Sidmouth through involvement and consultation through various methods e.g. outreach to existing forums and organisations, online and hard copy surveys, facilitated community events, workshops, via the press
- 25 % CIL (Community Infrastructure Levy) money for adopted plans ring fenced for community priorities – the plan can provide the evidence of the communities agreement and priority for the allocation of the CIL
- Lympstone is the 1st in East Devon to have an adopted plan, 28 others are underway in East Devon

What should a neighbourhood plan address?

Different types of plans are emerging e.g. single issue, site specific, broad ranging or specific themes. In Sidmouth to make sure it is achievable and is influential where possible, it could for example focus on areas of most concern for Sidmouth (see first point)

- Existing work can be used to inform the plan e.g. plans, strategy, research, consultation
- A tight project brief, timescale and plan for working with a range of groups in the community will be needed to cover the key sectors in our community e.g. residents, business/tourist industry, community and voluntary groups, health and social care, young people, schools and families
- NPs take different amounts of time depending on the scope, size of designated area and themes to be covered

Who can fund and support the process?

National organisations and EDDC have support through:

- Guidance notes at various stages of the process on EDDC website (collecting evidence, engaging the community)
- £2000 EDDC funding, £8000 funding from Central Govt., STC can allocate funds to the process and community groups can provide in kind services to support the work, additional funds for complex areas can also be raised
- Providing templates including basic conditions statement, consultation statement & project plan
- Providing introductory sessions to parishes interested in commencing an NP
- Hiring a Neighbourhood Planning Officer/Attending steering group sessions/Regular newsletters
- Advising on any national updates

What weight does it have?

- Once adopted an NP has the same legal status as the Local Plan once it has been agreed at a referendum and is brought into legal force by the local planning authority. At this point it becomes part of the statutory development plan
- It must be in accordance with European Directives/legislation (Human Rights, Habitats Regulations and Equalities Impact Assessments)
- It must be in accordance with National Planning Policy Framework/East Devon Local Plan

What are the main challenges?

- May need to raise additional funds to facilitate
- Time and input and making sure the plan is progressed with in the time allotted
- Meeting the regulatory conditions can be complex
- Ensuring the community (not just some groups) are involved
- Open communication and information at every step, in lots of ways to help to help all groups, interests and ages to receive the information and to have a realistic opportunity to get involved

What are the steps?

Step 1: Designating neighbourhood area and if appropriate neighbourhood forum

Step 2: Preparing a draft neighbourhood plan or Order

Step 3: Pre-submission publicity & consultation

Step 4: Submission of a neighbourhood plan or Order proposal to the local planning authority

Step 5: Independent Examination

Step 6: Referendum

Step 7: Making the neighbourhood plan or Order (bringing it into force)

Where can I find more information?

<http://planningguidance.planningportal.gov.uk/blog/guidance/neighbourhood-planning/>

<http://locality.org.uk/resources/neighbourhood-planning-roadmap-guide/>

<http://mycommunity.org.uk/programme/neighbourhood-planning/>

<http://eastdevon.gov.uk/media/864688/asimpleguideforcouncillors.pdf>