



SIDMOUTH TOWN COUNCIL

WOOLCOMBE HOUSE
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To: All Members of the Town Council
Town Clerk

30 October 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 6 November 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 Brian Hadfield.

2 Apologies

To receive any apologies for absence.

3 Minutes

To confirm the minutes of the meetings of the Town Council held on Mondays 2 and 9 October 2017. 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 October 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 meeting held on Wednesdays 20 September, 4 and 19 October 2017. 9 – 18

9.2 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 September 2017. 19 – 22

10.2 Other Reports from Members with Special Responsibilities

To receive other notified reports from other Members.

10.3 RHS Britain in Bloom Awards – Report from Sidmouth in Bloom

Members to receive a brief report from Lynette Talbot on the recent announcement that for 2017, Sidmouth has been awarded a Gold and the prize for the Best Small Coastal Town in Great Britain (under 12,000 people). Due to continued recent successes, it has also been nominated for the Champion of Champions Award 2018.

11 **Parishes Together Funding – Sid Valley HELP**

At the October Council meeting Members were asked to consider a request from the Sidmouth Health and Care Forum for £5,000 funding to pump prime a new project called Sid Valley HELP and funding co-ordinator time for the new advice and information Service, for a scoping study, volunteer expenses and accommodation costs. It was resolved that representatives from the project be invited to attend a future Council meeting to give more detailed information to Members regarding this request for funding.

Di Fuller and Adrian Ford will attend the meeting to answer any questions that Member may have regarding this request for funding.

12 **Parishes Together Funding – Town Centre Drinking Fountain**

To consider a suggestion from Councillor Paul Wright that Parishes Together funding be considered for the installation of a public drinking fountain in the town.

13 **Town Centre and Grounds Maintenance TaFF**

To agree the membership of the Town Centre Maintenance TaFF as follows: Councillors Barlow, Earthey, Hughes and Wright. This TaFF will meet to discuss the current levels of spend and maintenance with a view to making a final recommendation to the Council in January when setting the annual budget.

14 **Devon County Council (Various Roads, East Devon) (Waiting Restrictions) Amendment Order 5609 IMR/B13526**

Ian Roberts, DCC Legal Department, has written to inform that an advert for this proposal has been advertised in the local press and a copy of the statement of reasons and plans are attached for Members consideration. If the Council has any comments or object to the proposal we are asked to reply by 10 November:

23 – 35

- Introduce **No Waiting At Any Time** on specified lengths of Bedford Square, Bickwell Valley, Cotmaton Road, Cottington Mead, Cranford, Frys Lane, Glen Road, Higher Brook Meadow, Livonia Road, Manstone Lane, Primley Road, Sidford Road, Station Road & The Esplanade;
- Introduce **No Waiting Mon-Fri 8am-6pm** on a specified length of Primley Mead;
- Introduce **Limited Waiting Mon-Sat 10am-6pm 30 Minutes No Return Within 30 Minutes** on specified lengths of Bedford Square;
- Introduce **Buses Only 10am-6pm Max Stay 1 Hour No Return Within 1 Hour** on a specified length of The Esplanade.

15 **Meeting Dates**

Members are asked to note the attached list of meeting dates for January 2018 to May 2019.

36 – 37

16 **Standing Orders 2017**

To approve the revised Standing Orders for the Council which have been updated in line with the National Association of Local Councils model, as enclosed.

Enclosed
for
Members

Forthcoming Council and Committee meetings:

15 November 2017 – Planning Committee
29 November 2017 – Planning Committee
4 December 2017 – Council
11 December 2017 – Tourism & Economy Committee
13 December 2017 – Planning Committee

SIDMOUTH TOWN COUNCIL
Minutes of the Meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 2 October 2017 at 6.30pm

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

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

PART 'A'

67 Prayers

Prayers were taken by the Canon Father Paul Cummins.

68 Minutes

The minutes of the meeting of the Town Council held on Monday 4 September 2017 were signed as a true and accurate record.

69 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Kelvin Dent	76 Sidmouth Folk Week	Personal	Remained in the Chamber during discussion and voting	Folk Week performer
Town Clerk	75 Sidmouth Town Band	Personal	Remained in the Chamber during discussion	Town Band member

70 Public Open Question Time

- Councillor Paul Wright asked District councillors for an update regarding EDDC's policy to install electric car charging points in Sidmouth public car parks. Councillor Hughes reported that EDDC were reviewing the possibility of installing charging points in the Ham and Manor Road car parks and DCC's Traffic Management Plan Scoping Study would also include charging points in its review.

71 Police Report

In the absence of Sgt Andy Squires, the Town Clerk presented the police report for September 2017 which showed a total of 30 crimes recorded compared to 39 recorded in September 2016, a reduction of 23%.

The police report also noted that although the annual carnival procession was a good-natured family event enjoyed by all; the fun fair had become an enormous drain on emergency service resources. The report recommended that in future years one of the Trustee's condition of permission to use The Ham is that the fun fair operator should employ its own security staff to manage the event, as they do successfully in other towns in East Devon which would free up Police to provide cover elsewhere.

72 Committee/Working Group Reports

72.1 Planning Committee Reports

Councillor Barlow, Chairman of the Planning Committee, presented the report of the Planning Committee meeting held on Wednesday 6 September 2017.

RESOLVED: That the Planning Committee report be noted.

72.2 Tourism & Economy Committee Report

Councillor Newth, Vice Chairman of the Tourism & Economy Committee, presented the report of the Tourism & Economy Committee meeting held on Monday 11 September 2017.

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

72.3 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.

73 Reports from Members with Special Responsibilities

73.1 Finance Report

a) In accordance with section 2.2 of the Town Council's Financial Regulations Members were asked to note that Councillor Wright, Member with Special Responsibility for Finance, had verified the bank reconciliations, for all accounts, as at the end of June 2017.

RESOLVED: That it be noted that Councillor Wright had verified the bank reconciliations, for all accounts, as at the end of June 2017.

b) Councillor Wright presented the August 2017 Finance Report.

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

73.2 Sidmouth Hopper Bus

Councillor John Dyson reported that the Hopper Bus had carried 21,361 passengers this season which was a slight decrease on last year; however, the cash donations had increased by nearly 20% to £6,534 over the same period.

RESOLVED: That the Hopper Bus report be noted.

74 Fairtrade Town Status

Wendy Spratling presented the Town Council with the Fairtrade certificate awarded to Sidmouth on the anniversary of the granting of status of Fairtrade Town.

RESOLVED: That the receipt of a certificate presented to Sidmouth on the anniversary of the granting of status of Fairtrade Town be noted.

75 Sidmouth Town Band – Annual Report

Martin Cordy, Chairman of the band updated Members on the 2017 summer concert season, Last Night of the Proms and the band's plans for 2018. It was anticipated that the band would move to its new band room at St Francis Church Hall in December. Mr Cordy thanked the Town Council for its ongoing financial support for the band.

RESOLVED: That Martin Cordy be thanked for attending the meeting to present the Town Band's annual report.

76 Sidmouth Folk Week

John Braithwaite, Sidmouth Folk Week Director presented a report to Members on the 2017 Festival and future plans.

RESOLVED: That John Braithwaite be thanked for attending the meeting to present Sidmouth Folk Week's annual report.

77 Parishes Together Funding

a) Members were asked to consider a request from the Sidmouth Health and Care Forum for £5,000 funding to pump prime a new project funding co-ordinator time for the Advice and Information Service, for a scoping study, volunteer expenses and accommodation costs.

RESOLVED: That a representative from the Sidmouth Health and Care Forum be invited to attend a future Council meeting to give more detailed information to Members regarding this request for funding.

b) Members were reminded to inform the Town Clerk of any ideas for utilising the Parishes Together Fund.

RESOLVED: That Members would inform the Town Clerk of any ideas for utilising the Parishes Together Fund.

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CHAIRMAN OF THE COUNCIL

SIDMOUTH TOWN COUNCIL
Minutes of the Pre-Budget meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 9 October 2017 at 6.30pm

Ward	Councillors Present:
Sidmouth North	Michael Earthey
	Stuart Hughes
	Dawn Manley
Sidmouth South	Kelvin Dent
	John Dyson (Vice-Chairman)
	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
Salcombe Regis	Ian Barlow
	David Barratt
Apologies:	Marc Kilsbie

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

PART 'A'

78 Declarations of Interest

There were no declarations of interest received at this meeting.

79 Matters of Urgency or Report from the Chairman

- The Chairman reported that Harold Curtis had been a member of the Town Band for 70 years and Members agreed that the Town Council should present him with a certificate of recognition.
- The Chairman asked whether members wished to attend a formal Council Christmas dinner this year. Members indicated that they would depending on the date.

80 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.

81 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'

82 Budgets/Estimates

Members were asked to consider recommendations prior to the Budget/Estimate meeting in January. A confidential draft schedule was issued to Members for their consideration.

RESOLVED:

- 1)** That the District Council be asked to increase their monitoring and cleaning of the public conveniences to ensure that Sidmouth Town Council gets 'Best Value'.
- 2)** That the draft budget for Youth Service Support be increased by £5000.
- 3)** That a TaFF be set up to consider ways of increasing the weed spraying, clearance and general maintenance of the town.
- 4)** That the Earmarked Reserve for the Manor Pavilion be moved to the Manstone Sports and Play Area which would also be renamed as Manstone Recreation Field and Skate Park reserve.

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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 20th September 2017**

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

Apologies: - Marc Kilsbie
Dawn Manley
Ian McKenzie-Edwards

The meeting started at 6.30pm and finished at 7.45 pm.

178 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr John Rayson	17/2146/FUL 115 Woolbrook Road, Sidmouth, EX10 9EQ	Personal Interest	Remained in the Chamber during discussion but did not vote.	Acquainted with Applicant

179 Minutes

The Minutes of the Planning Committee meetings held on the 9th and 23rd August were signed as a true and accurate record.

180 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.

181 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

- | | | | |
|------------|----------------------------------|-----------------------|---|
| 182 | 17/2089/FUL
<i>West Ward</i> | MR & MRS DAVEY | 91 HIGHER WOOLBROOK PARK, SIDMOUTH, EX10 9ED

Demolition of existing garage, proposed rear and side extensions. |
| | Support | | |
| 183 | 17/2009/FUL
<i>South Ward</i> | MRS CATHERINE GUNNELL | THE MOST PRECIOUS BLOOD RC CHURCH, RADWAY, SIDMOUTH, EX10 8TW

Demolition of the existing single storey entrance and construction of three single storey extensions to provide new entrance facilities, additional seating and plant room area. Works to include some minor alterations to the existing building. |
| | Support | | |

- 184** 17/2070/FUL MR S PAUL BRIGHT WATER, SID LANE, SIDMOUTH, EX10 9AW
Salcombe Regis Ward
Garage extension and alteration.
- Support
- 185** 17/2090/FUL MRS H LILLEY 73 MALDEN ROAD, SIDMOUTH, EX10 9ND
Primley Ward
Proposed side extension.
- Support
- 186** 17/2100/FUL MR & MRS S TRIM 92 SIDFORD ROAD, SIDMOUTH, EX10 9NJ
Primley Ward
Extension of garage with room over, enclosing and extension of porch area and rendering of walls.
- Support
- 187** 17/2112/FUL MR & MRS DEAN 78 SIDFORD ROAD, SIDMOUTH, EX10 9NJ
Primley Ward
Dining room and bathroom extensions.
- Support
- 188** 17/2154/FUL MRS C GOUGH 36 NEWLANDS CLOSE, SIDMOUTH, EX10 9NP
Primley Ward
Extension to bungalow with room in roof space created.
- Support
- Note: Members did have reservations regarding the privacy of neighbours arising from the dormer on the west elevation and suggested that these could be addressed if required by replacing the dormer with a Velux window or by the provision of obscured glass.
(1 letter of objection was received)
- 189** 17/2146/FUL MR AND MRS G KEY 115 WOOLBROOK ROAD, SIDMOUTH, EX10 9EQ
North Ward
Demolition of existing conservatory and construction of replacement single storey pitched roof extension.
- Support
- 190** 17/2168/FUL MS HILARY NAYLOR 16 SALTERS MEADOW, SIDMOUTH, EX10 9BL
North Ward
Construction of two storey rear extension, front parking area, changes to front porch, change of first floor bathroom to bedroom and alterations to windows.

Support subject to there being no further widening of the existing drop down kerb.
(1 letter of objection was received).

191 Tree Exemption Reports

Flat 1 Norton Garth Court, Station Road, Sidmouth, EX10 8NY

The Planning Clerk reported a letter from East Devon District Council advising of works to dead wood 2 x Monterey Pines, 1 X 1m high dead stump/trunk to be felled and 1 x windblown Rowan to be felled.

The works in question are considered to be an exception from the normal requirement to seek the consent of the Council under Regulation 15 of the Town and Country 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).

There is a duty under the Act to plant replacement trees when trees are removed under this exception. In this instance, replanting will be required in the first planting season following

removal (November to March). The tree should be a Rowan with a minimum girth of 8-10cms. [The planting location should be agreed in writing with East Devon District Council prior to planting.]

192 Matters of Report

The Planning Clerk reported that a Tree Preservation Order had been made in respect of land at Pippins, Cotford Close, Sidbury, EX10 0SJ.

The Planning Clerk reported that application 17/1476/FUL Siting of additional static caravans at Dunscombe Manor, Salcombe Regis, Sidmouth, EX10 0PN had been withdrawn.

The Planning Clerk reported that application DCC/4012/2017 Extraction of up to 5 cubic metres of Salcombe Stone per annum for a period of 10 years for use in restoration works at Exeter Cathedral at Dunscombe Manor Quarry, Dunscombe Manor Caravan Park, Sidmouth, EX10 0PN had been granted.

193 Unsupported Decisions

No unsupported decisions were received.

194 Appeals

Planning Application 17/0610/OUT 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).

The Planning Clerk reported that an appeal had been lodged by the Applicant in respect of the above application.

Planning Application 16/2471/FUL Kings Down Tail Caravan and Camping Park, road past Kingsdown, Salcombe Regis, EX10 0PD. Conversion of ancillary building to permanent site-warden's two bed residential accommodation; continued use of south east field for storage of touring caravans; and erection of open-sided shelter in south east field.

The Planning Clerk reported that the appeal lodged by the Applicant in respect of the above application had been allowed and planning permission granted.

195 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 4th October 2017**

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

Apologies: - Marc Kilsbie
Jeff Turner
Dawn Manley

The meeting started at 6.30pm and finished at 7.15 pm.

196 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Ian Barlow	17/2076/TCA Myrtle Lodge, Millford Road, Sidmouth, EX10 8DP.	Personal Interest	Remained in the Chamber during discussion but did not vote.	Acquainted with Applicant.

197 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.

198 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

- | | | | |
|------------|------------------------------------|-------------------|---|
| 199 | 17/2225/FUL
<i>North Ward</i> | MR & MRS M DAVIES | 16 BROOKSIDE, SIDMOUTH, EX10 9UN
Rear extension

Support |
| 200 | 17/2240/FUL
<i>North Ward</i> | MR JASON STIRLING | 10 SEDEMUDA CLOSE, SIDMOUTH, EX10 9YH
Retention of patio doors in lounge, change of use of land to garden and retention of decking.

Support |
| 201 | 17/2258/FUL
<i>North Ward</i> | MR PAUL HICKS | SIDMOUTH SELF SERVE, 6 WOOLBROOK ROAD, SIDMOUTH, EX10 9UU
Installation of 1 no. rapid electric vehicle charging station.

Support |
| 202 | 17/2233/FUL
<i>Primley Ward</i> | MR & MRS TRIM | SPRINGCROFT, YARDE MEAD, SIDMOUTH, EX10 9JL
Construction of porch extension.

Support |

203	17/2122/COU <i>Salcombe Regis Ward</i>	MRS SUSAN RIGNAL	OLD FARMHOUSE, HILLSIDE ROAD, SIDMOUTH, EX10 8JG Creation of self-contained annexe at ground floor to be used for letting as part of the guest house. Support subject to the annexe being tied to the main dwelling.
204	17/2123/LBC <i>Salcombe Regis Ward</i>	MRS SUSAN RIGNAL	OLD FARMHOUSE, HILLSIDE ROAD, SIDMOUTH, EX10 8JG Minor works to change the internal layout on the ground floor to create a self-contained annexe, for letting as part of the Guest House. Support subject to the annexe being tied to the main dwelling.
205	17/2223/FUL <i>Sidbury Ward</i>	MRS J MITCHELL	BUCKLEY COTTAGE, 72 CHAPEL STREET, SIDBURY, EX10 0RQ Conversion of out building to a garden room. Support
206	17/2127/FUL <i>Sidbury Ward</i>	JANE LEDWOOD	CORK TREE COTTAGE, 49 BRIDGE STREET, SIDBURY, EX10 0RU Remove existing upvc conservatory and wooden store, construct single storey mono-pitch rear extension. Replace picket fence to front with flint wall. Support
207	17/2160/FUL <i>Sidbury Ward</i>	MRS NICOLA STARTUP	MELBURY, COTFORD CLOSE, SIDBURY, EX10 0SJ Replacement of existing shed with larger shed. Support
208	17/2115/CPE <i>Sidford Ward</i>	MR SIMON LANGWORTHY	LAND AT NORTHERN HILL, VINEYCROFT LANE, SIDFORD, EX10 0JH Certificate of Lawfulness for occupation of The Caravan, Northern Hill, Vineycroft Lane, EX10 0JH for 10 years continuously as an independent dwelling. Members supported the application and had no information to contradict the evidence submitted by the applicant.
209	17/1652/FUL <i>West Ward</i>	MS BEER	84 WINSLADE ROAD, SIDMOUTH, EX10 9EZ Roof extensions to provide additional accommodation. New vehicle access to highway and garage set within front garden and new pedestrian access to highway. <i>Amended plans received relating to removal of parking bay.</i> Support
210	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)	17/2076/TCA <i>Salcombe Regis Ward</i>	MR WOODS	MYRTLE LODGE, MILLFORD ROAD, SIDMOUTH, EX10 8DP G1: Remove 5 x Holly & 1 Bay

			<p>G2: Remove 2 x Elm, 2 x Holly & 1 Sycamore</p> <p>T1 & T2, Sycamore: Crown clean 10-15%</p> <p>T3, Hornbeam: Remove</p> <p>T4, Sycamore: Remove</p> <p>T5, Ash: Reduce and weight on north limb by 4m, 100mm cut. Reduce end weight over garage 2/3 limbs (3rd order) 75mm cuts.</p>
	Works Noted		
b)	17/2025/TCA South Ward	MRS WARD	<p>THE ROWANS, CONVENT ROAD, SIDMOUTH, EX10 8RD</p> <p>T1, bay – reduce by approximately four feet and trim.</p> <p>T2, hawthorn and camellia – prune to improve form.</p> <p>G2 two Leyland cypress – reduce height by approximately four feet and cut Gorseway side back as hard as possible.</p> <p>T3, cotoneaster – reduce height and spread.</p> <p>T4, griselinea – reduce by approximately four feet and re-shape.</p> <p>T5, magnolia – re-shape and balance.</p>
	Works Noted		
211	Tree Exemption Reports		No Tree Exemption Reports were received.
212	Unsupported Decisions		<p>Planning Application 17/1585/AGR</p> <p>Chineway Farm Putts Corner, Sidbury, EX10 0QQ.</p> <p>Agricultural storage building</p>
	Town Council	District Council	
	Did not support	Granted	
213	Appeals		No Appeals were reported.
214	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 18th October 2017**

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

Apologies: - Marc Kilsbie
John Rayson

The meeting started at 6.30pm and finished at 7.35 pm.

215 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Dawn Manley	17/2402/FUL 41 Woolbrook Road, Sidmouth, EX10 9UZ	Personal Interest	Remained in the Chamber during discussion but did not vote	Acquainted with Applicant

216 Minutes

The Minutes of the Planning Committee meetings held on the 6th September 2017 were signed as a true and accurate record.

217 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.

218 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.

219 Urgent items or Amended Plans

17/2168/FUL MS HILARY NAYLOR
North Ward

16 SALTERS MEADOW, SIDMOUTH, EX10 9BL
Construction of two storey rear extension, front parking area, changes to front porch, change of first floor bathroom to bedroom and alterations to windows. *Amended plans received relating to 1. Additional window proposed at first floor level on southern elevation. 2. Amendment to size of proposed vehicle parking area and provision of sections. 3. Additional justification for the proposal. 4. Additional plan showing the extent of work which could be permitted development.*

Support

Applications for consideration

220	17/2252/FUL West Ward Support	MR JOY ABRAHAM	109 TEMPLE STREET, SIDMOUTH, EX10 9BH Change of use from hair salon (use class A1) to dwelling (use class C3), alterations to shopfront and creation of side access.
221	17/2321/FUL West Ward Support	MISS LISA SOUTHWELL	1 ELIM CLOSE, PEASLANDS ROAD, SIDMOUTH, EX10 9BG Single storey extension.
222	17/2402/FUL West Ward Support	MR STEVE TURNER	41 WOOLBROOK ROAD, SIDMOUTH, EX10 9UZ Proposed rear extension.
223	17/2330/FUL South Ward	PETER VERRAN-SMITH	FLAT 2, GLENTHORNE, CONVENT ROAD, SIDMOUTH, EX10 8RL Retrospective application for new roller door for garage and guttering.

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

- The new roller door and guttering were out of keeping with the character of the area.
- The design of the new roller door was too industrial looking.
- The new roller door and guttering had a detrimental impact on the Conservation Area.
- The new roller door and guttering would not preserve or enhance the character and appearance of the Conservation Area.

(1 letter of objection was received)

224	17/2291/LBC Sidbury Ward Support	MRS P WARD	BRAMLEY COTTAGE, 99 FORE STREET, SIDBURY, EX10 0SD Replacement door on front elevation.
Note: Members supported the applicant's preferred option A for the replacement door but would also support option B.			
225	17/1139/FUL Sidbury Ward	MR IAN WILLIAMS	BRIDGEFIELD, COTFORD CLOSE, SIDBURY, EX10 0SJ Construction of two storey side extension and addition of pitched roof to existing flat roof at rear. <i>Amended plans received relating to revisions to design.</i>

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

The amendments to the proposal were not considered sufficient enough to alter the Committee's previous views:

- 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.

(1 letter of objection was received)

- 226** 17/2279/FUL MR GEOFFREY STONE 12 COULSDON ROAD, SIDMOUTH, EX10 9JJ
Primley Ward Internal and external alterations and replacement conservatory.

Support:

Note: Members had concerns regarding the loss of the garage and its impact on parking in the area which was already congested.

Tree Applications for Decision

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

- 227** 17/2054/TRE MR & MRS RUSSELL WOOLBROOK RESERVOIR, BALFOURS, SIDMOUTH, EX10 9EF
West Ward AND EMMA GRAY
- T1: Ash – Prune back to give 3m clearance to building.
T2: Ash – Prune back to within 1m of boundary line to improve efficiency of solar panels.

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 removal of the lower limb closest to the roof, cut diameter no more than 60mm approx.
T2 removal of the lower limb encroaching onto the solar panels, cut diameter no more than 600mm approx.

1. The works hereby consented to shall be carried out in accordance with British Standard 3998: 2010 (Tree Work – Recommendations).
(Reason – In the interests of amenity and to ensure the works are carried out in a satisfactory manner.)
2. The works hereby consented to shall be carried out within a period of 2 years from the date of this decision notice.
(Reason – To ensure that the works are carried out within a reasonable period of time.)

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

T1 – Prune back to give 3m clearance of the building.

T2 – Prune back to within 1m of the boundary line to improve efficiency of the solar panels.

1. T1 – All bar the one limb approved to be removed has sufficient clearance of the property, at least 2m, and the works are not necessary
2. T2 – To prune back the whole tree to 1m of the boundary would reduce the woodland edge shape of the tree, promote excessive growth and therefore shading and reduce the amenity value of the tree.

- 228** 17/2124/TRE DR MORRIS TRENOWETH, COREWAY, SIDFORD, EX10 9SE
Sidford Ward
- T1 Beech: Prune to give 2-3m clearance to garage making pruning cuts up to 50mm in diameter.
T2 Oak: Crown raise to give 2m clearance to garage.

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 – prune to gain no more than 1.5m clearance of the garage target pruning cuts no more than 50mm

T2 – a prune to gain no more than 2m clearance of the garage target pruning cuts no more than 50mm.

1. The works hereby consented to shall be carried out in accordance with British Standard 3998: 2010 (Tree Work – Recommendations).

(Reason – In the interests of amenity and to ensure the works are carried out in a satisfactory manner.)

2. The works hereby consented to shall be carried out within a period of 2 years from the date of this decision notice.

(Reason – To ensure that the works are carried out within a reasonable period of time.)

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

T1 – prune to give a 2-3m clearance to the garage

T2 – crown raise to give 2m clearance of the garage

1. The applied for pruning would take away a higher proportion of the crown than is acceptable and reduce the amenity of the two trees. The works are not described in an acceptable way and are ambiguous.

229 Tree Exemption Reports

Sid Meadow, Sid Road, Sidmouth, EX10 9AH

The Planning Clerk reported a letter from East Devon District Council advising of works to fell a dead Sycamore.

The works in question are considered to be an exception from the normal requirement to seek the consent of the Council under Regulation 15 of the Town and Country 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).

There is a duty under the Act to plant replacement trees when trees are removed under this exception. In this instance, replanting will be required in the first planting season following removal (November to March). The tree species, size and planting location should be agreed in writing with East Devon District Council prior to planting.

230 Unsupported Decisions

Planning Application 16/1659/FUL

87 Sidford High Street, Sidford

Demolition of dwelling and construction of two detached houses, a detached garage and new access to the highway.

Town Council

District Council

Did not support

Granted

231 Appeals

No Appeals were reported.

232 Enforcement Letters

No Enforcement letters were received.

.....
CHAIRMAN OF THE PLANNING COMMITTEE

Sidmouth Town Council - Detailed Income and Expenditure Report
Month 6 - September 2017

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Council Services</u>				
Public Conveniences	0	27,872	30,000	2,128
Youth Service Support	0	15,000	30,000	15,000
Flower Beds, Planters & Watering	0	9,297	17,000	7,703
Christmas Lighting & Events	0	597	10,500	9,903
Donation to Christmas Lighting (Income)	0	0	-1,500	-1,500
Sidmouth Hopper Bus	0	22,374	8,000	-14,374
Donation to Hopper Bus (Income)	-13,980	-19,126	0	19,126
Street Furniture	0	0	4,000	4,000
Sidmouth Information Centre	0	10,000	21,600	11,600
Drinking Fountain, Sidbury	0	54	250	196
Dog Hygiene Bins	0	800	1,000	200
Annual Report Printing/Distribution	0	732	700	-32
War Memorials	0	0	0	0
Parish Paths Partnership Payments	0	103	0	-103
Parish Paths Partnership (Income)	0	-3,963	0	3,963
	-£13,980	£63,740	£121,550	£57,810

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	1,425	2,000	575
Donation to use of Party Tent (Income)	0	-100	0	100
Red Arrows Display	12,846	13,271	6,000	-7,271
Donation to Red Arrows Display (Income)	0	0	0	0
Neighbourhood Plan	748	14,408	12,500	-1,908
Neighbourhood Plan Grants (Income)	0	0	0	0
Western Town Webcam	0	1,475	3,000	1,525
Transfer from Earmarked Reserves	0	0	0	0
Woolley Bequest Payments	0	5,000	0	-5,000
Woolley Bequest (Income)	0	-150	0	150
	£13,594	£83,329	£87,800	£4,471

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 6 - September 2017

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Woolcombe House</u>				
Services Gas/Water/Elec	83	1,036	4,200	3,164
Woolcombe House Business Rate	0	3,110	6,000	2,890
Woolcombe House (Loan Interest&Repayment)	0	7,444	14,890	7,446
Woolcombe House	409	3,553	8,000	4,447
Woolcombe House Building Reserve	0	0	2,000	2,000
Council Chamber Hire (Income)	0	-120	0	120
	£492	£15,023	£35,090	£20,067

Other Property

Alma Lane Field	0	80	500	420
Alma Lane Field (Income)	0	0	0	0
Manstone Youth Centre	866	7,811	13,000	5,189
Manstone Youth Centre (Income)	0	0	0	0
Manstone Sports and Play Areas	0	2,065	20,000	17,935
Long Park & Play Area	0	1,304	8,000	6,696
Seafront Amenity Building	295	15,962	20,000	4,038
Conservatory Maintenance	130	260	1,000	740
Fire Beacon Stewardship (Income)	0	-3,338	0	3,338
Sidmouth Golf Club (Income)	0	0	-5	-5
Elec Pole Rent (Income)	0	-38	-40	-2
	£1,291	£24,106	£62,455	£38,349

Trust Property

The Ham

The Ham Ground Mtce	0	3,859	4,100	241
The Ham Other Mtce	0	2,510	2,500	-10
The Ham Play Equipment	0	0	1,500	1,500
The Ham Reserve	0	0	2,000	2,000
The Ham 3Phase Power	0	158	1,500	1,342
The Ham Rent (Income)	-575	-7,665	-8,300	-635

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)	-247	-495	-990	-495

Salcombe Regis

S.R. Allotment Field	0	300	0	-300
S.R. Allotment Field Rent (Income)	0	0	0	0
S.R. Recreation Field (water)	0	88	250	162
S.R. Recreation Field Rent (Income)	-690	-1,215	-525	690
	-£1,512	-£2,052	£6,135	£8,187

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 6 - September 2017

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Members</u>				
Members/Chairman's Allowances	0	4,649	5,500	851
Chairman's Expenses	0	221	2,000	1,779
Members Expenses/Training	0	46	1,000	954
Elections	0	0	2,000	2,000
Civic & Hospitality	0	673	2,000	1,327
Civic Regalia	0	0	1,000	1,000
	£0	£5,589	£13,500	£7,911

<u>Staff</u>				
Salaries	7,382	44,368	90,000	45,632
Pensions	1,433	8,595	18,000	9,405
Staff Eye Tests	0	0	100	100
Training & Conferences	0	0	1,000	1,000
Officers Expenses	0	45	100	55
Tourism/Promotion Admin (Income)	0	0	-10,000	-10,000
Advert Planning Fees (Income)	0	0	0	0
	£8,815	£53,008	£99,200	£46,192

<u>Office Expenses</u>				
Postage	787	939	1,500	561
Stationery	23	587	1,500	913
Telephone	0	1,587	3,500	1,913
Subscriptions	0	1,889	2,000	111
Photocopier	-29	279	1,500	1,221
Internet, website and webcams	0	1,150	2,750	1,600
Computer Software Contracts	0	308	1,200	892
Computer Maintenance Contingency	0	147	1,000	853
Advertisements	0	0	500	500
Audit	0	300	1,600	1,300
Insurance	0	4,543	6,200	1,657
Sundry	74	269	1,200	931
Bank Charges	24	84	150	66
Bank Interest Received (Income)	-96	-482	0	482
	£783	£11,600	£24,600	£13,000

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 6 - September 2017

Expense Group Totals	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
Council Services	-13,980	63,740	121,550	57,810
Discretionary Expenditure	13,594	83,329	87,800	4,471
Woolcombe House	492	15,023	35,090	20,067
Other Freehold Property	1,291	24,106	62,455	38,349
Trust Property	-1,512	-2,052	6,135	8,187
Members	0	5,589	13,500	7,911
Staff	8,815	53,008	99,200	46,192
Office Expenses	783	11,600	24,600	13,000
Precept Received	-222,130	-444,260	-444,260	0
Council Tax Support Grant	-3,035	-6,070	-6,070	0
Net Income over Expenditure	-£215,682	-£195,987	£0	£195,987

Current/Deposit Bank Accounts £711,798

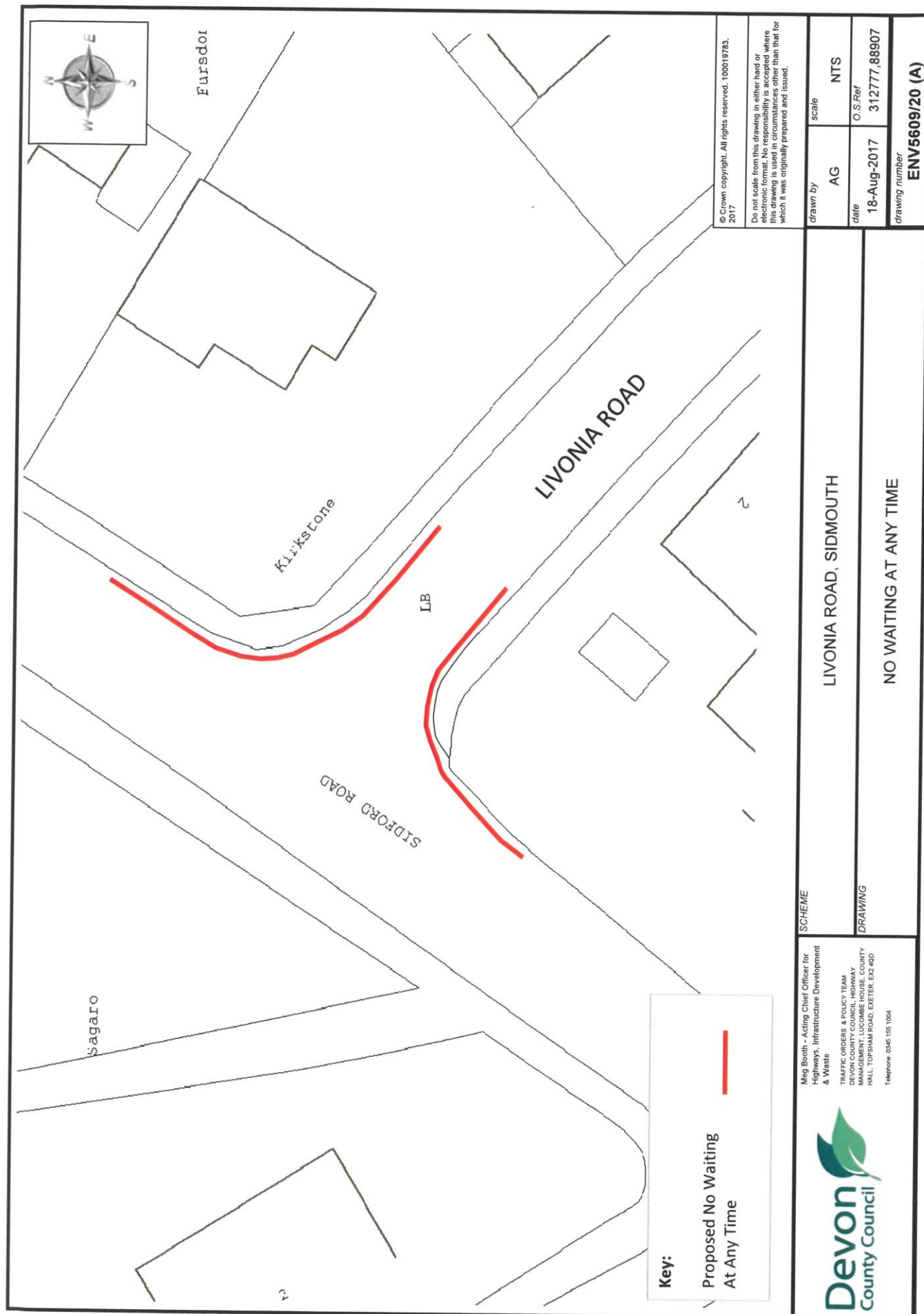
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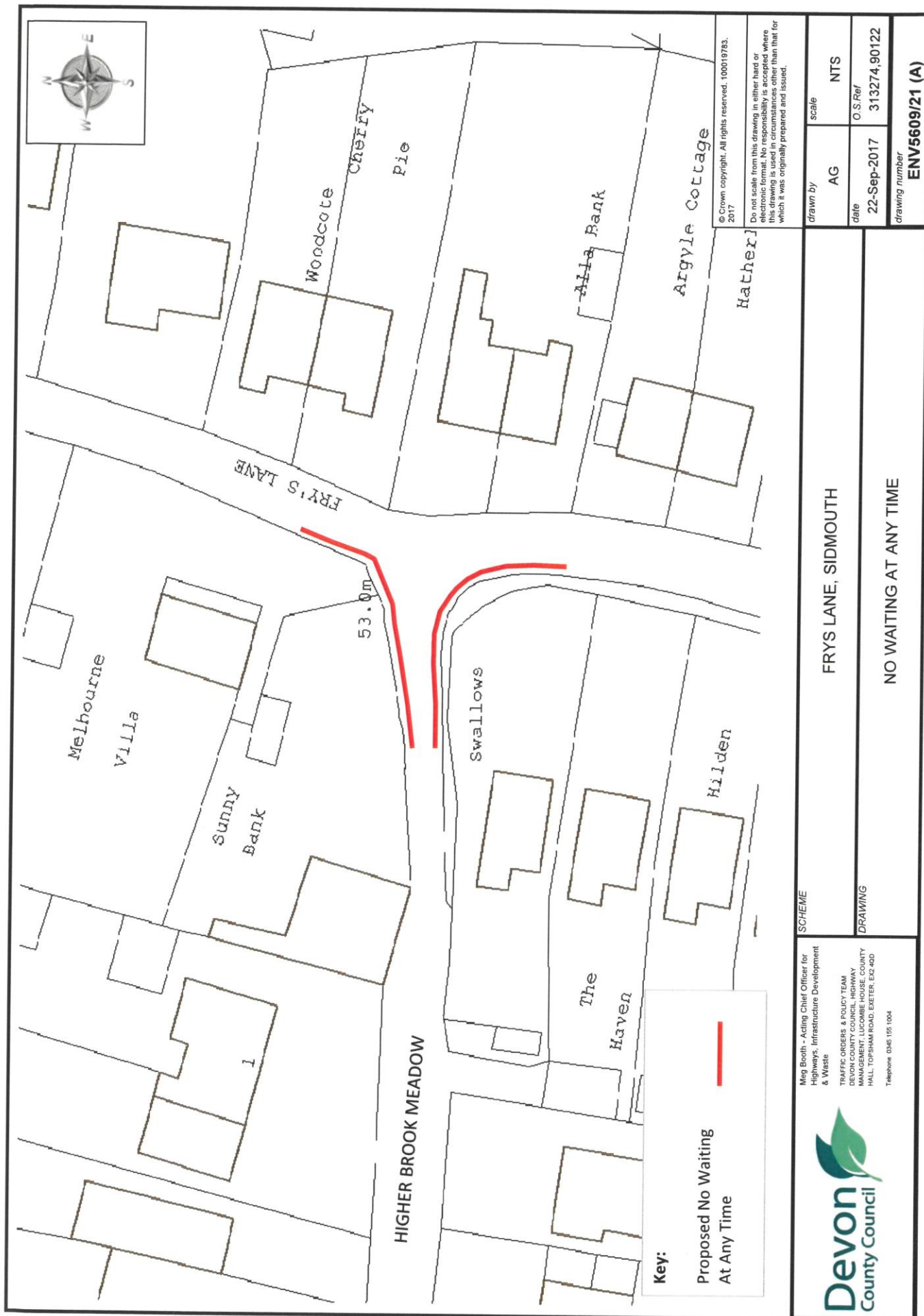
Woolley Bequest £25,338

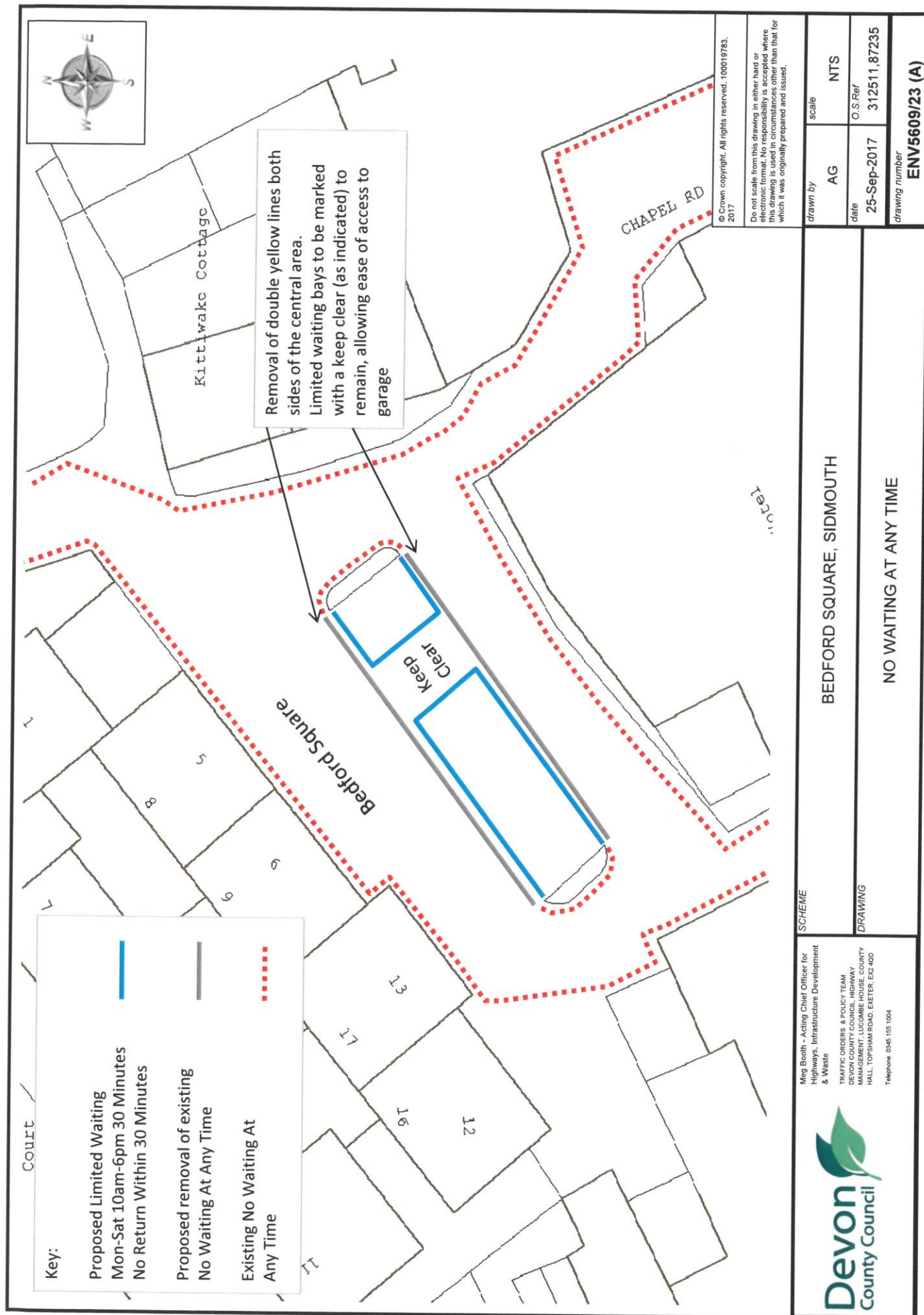
Earmarked Reserves £369,402

**Devon County Council (Various Roads, East Devon) (Waiting Restrictions)
Amendment Order 5609 IMR/B13526**


Plan Reference	Location	Parish/Town	Statement of reasons
ENV5609/20	Livonia Road	Sidmouth	To prevent inappropriate and obstructive parking and maintain visibility splays.
ENV5609/21	Frys Lane	Sidmouth	To prevent inappropriate and obstructive parking and maintain visibility splays.
ENV5609/23	Bedford Square	Sidmouth	Rationalise the parking restrictions to avoid any confusion for motorists.
ENV5609/24	Esplanade	Sidmouth	To alleviate road safety issues associated with coach movements in vicinity of hotel.
ENV5609/25	Manstone Lane	Sidmouth	To prevent inappropriate and obstructive parking and maintain visibility splays.
ENV5609/26	Primley Road	Sidmouth	To prevent obstructive parking.
ENV5609/27	Cotmaton Road	Sidmouth	To prevent inappropriate and obstructive parking and maintain visibility splays.
ENV5609/28	Cottington Mead	Sidmouth	To prevent inappropriate and obstructive parking.
ENV5609/29	Cranford	Sidmouth	To prevent inappropriate and obstructive parking.
ENV5609/35	Primley Mead	Sidmouth	To prevent inappropriate and obstructive parking during school hours.
ENV5609/36	Manstone Lane	Sidmouth	To prevent inappropriate and obstructive parking and maintain visibility splays.
ENV5609/37	Station Road	Sidmouth	To prevent inappropriate and obstructive parking and maintain visibility splay.

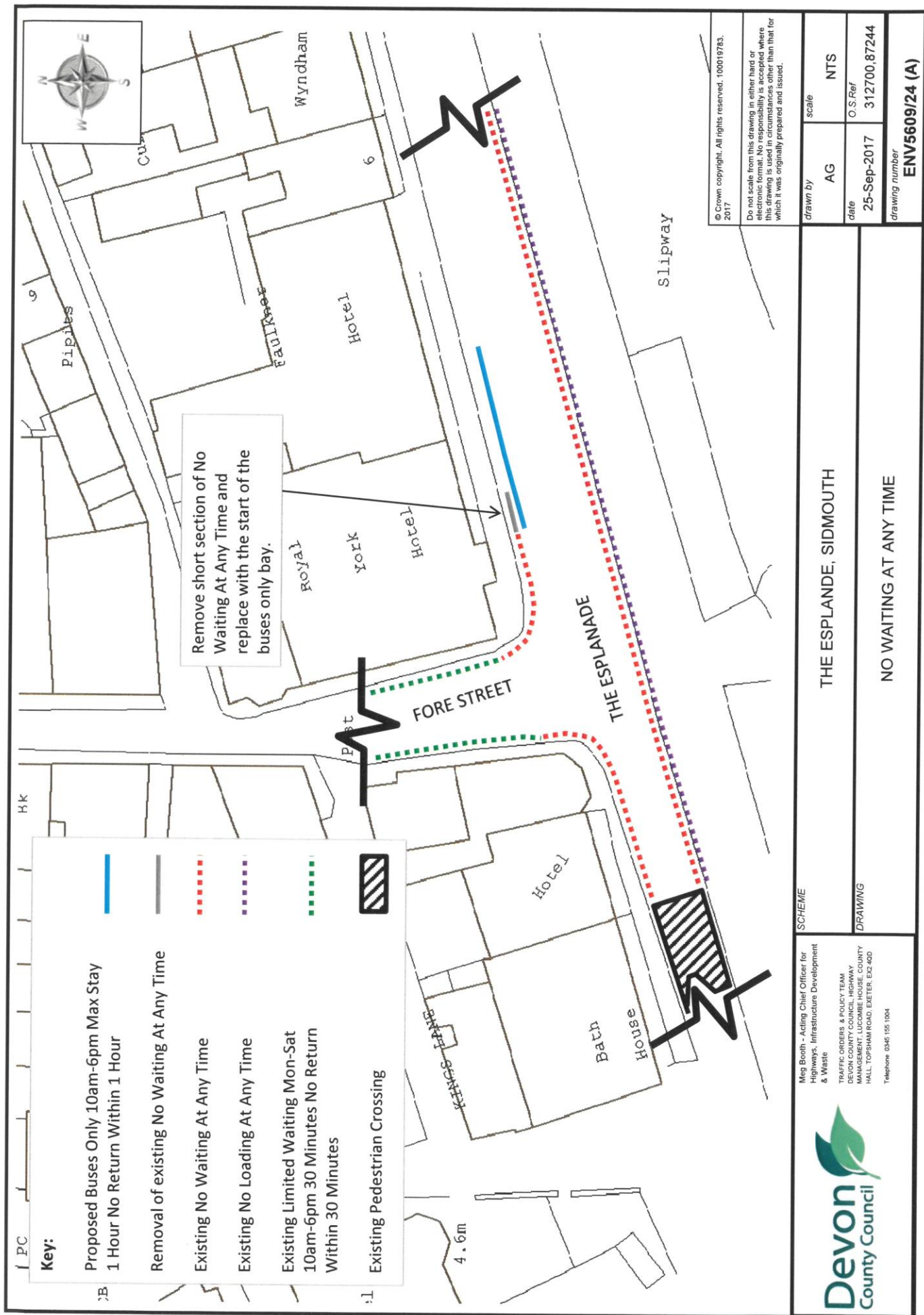


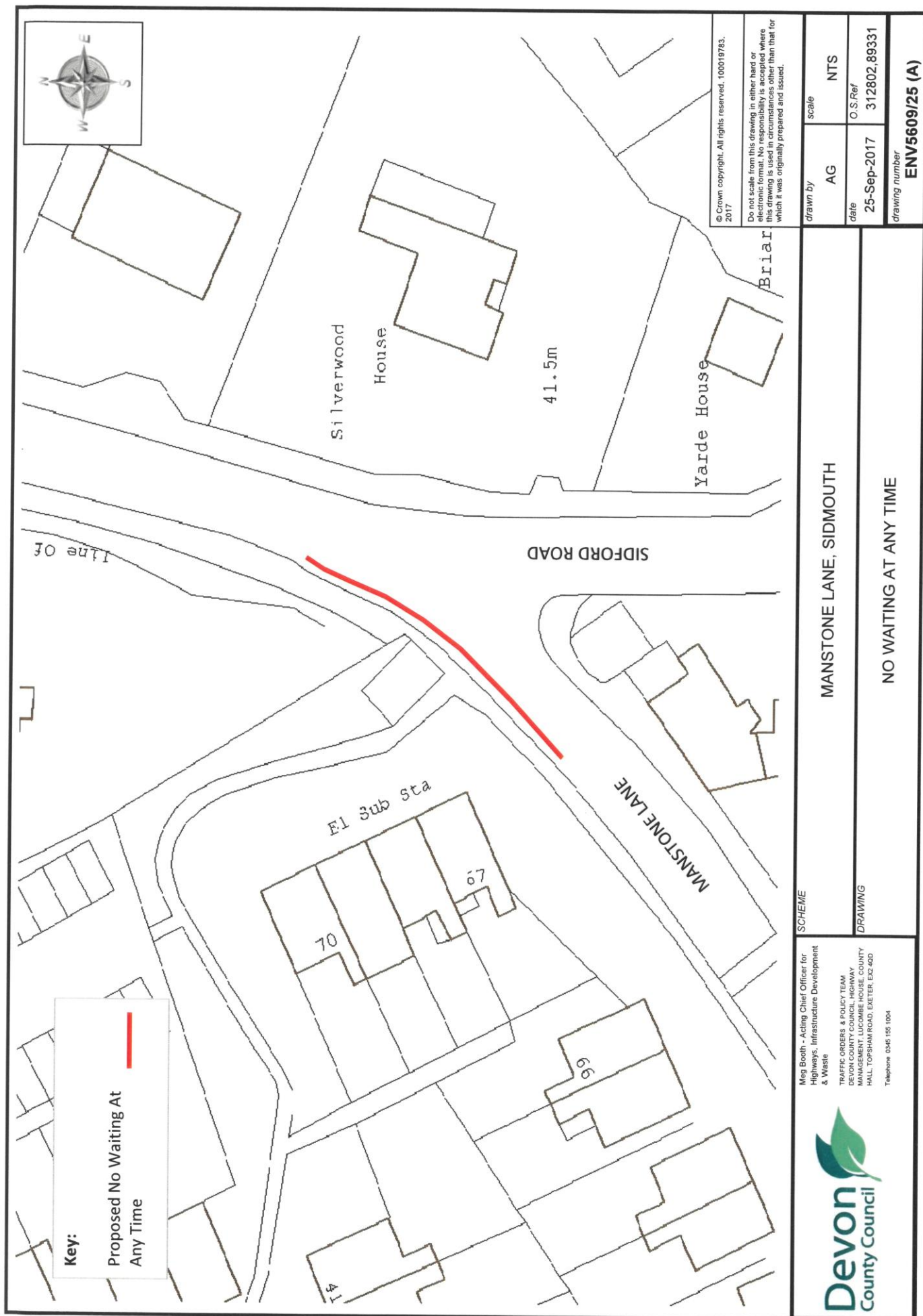


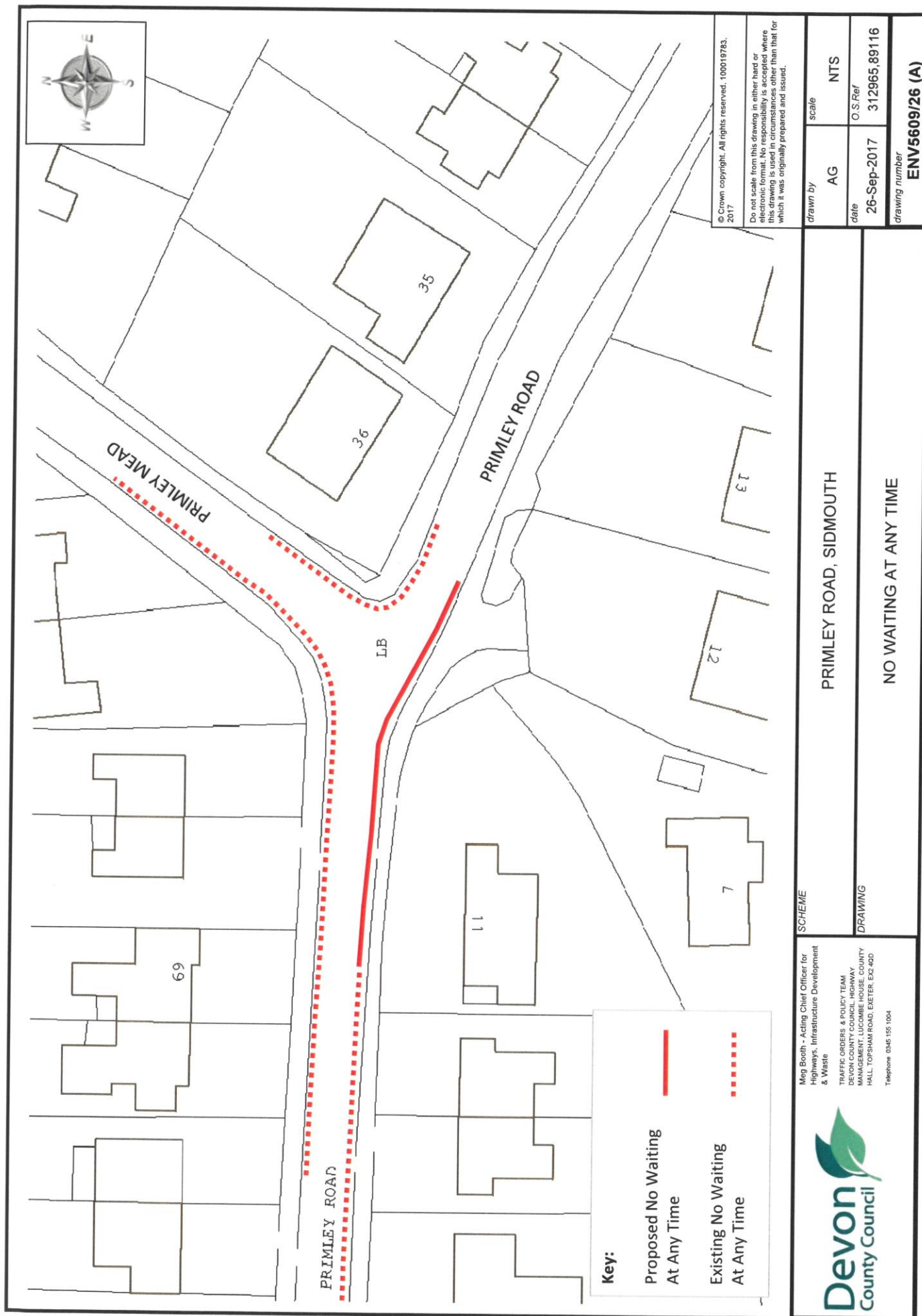


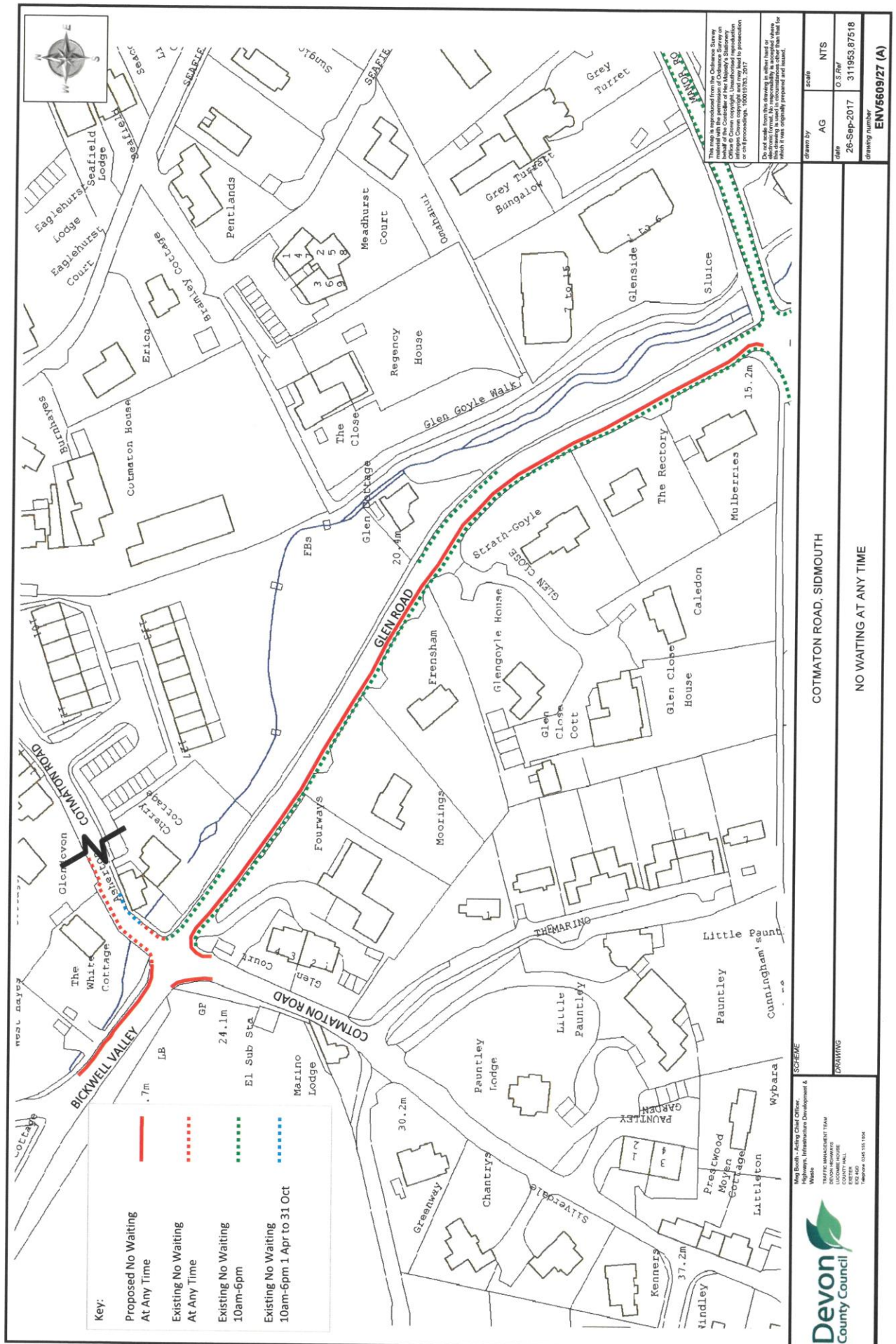
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drawn by	AG
scale	NTS
date	25-Sep-2017
O.S. Ref	312511.87235
drawing number	ENV5609/23 (A)

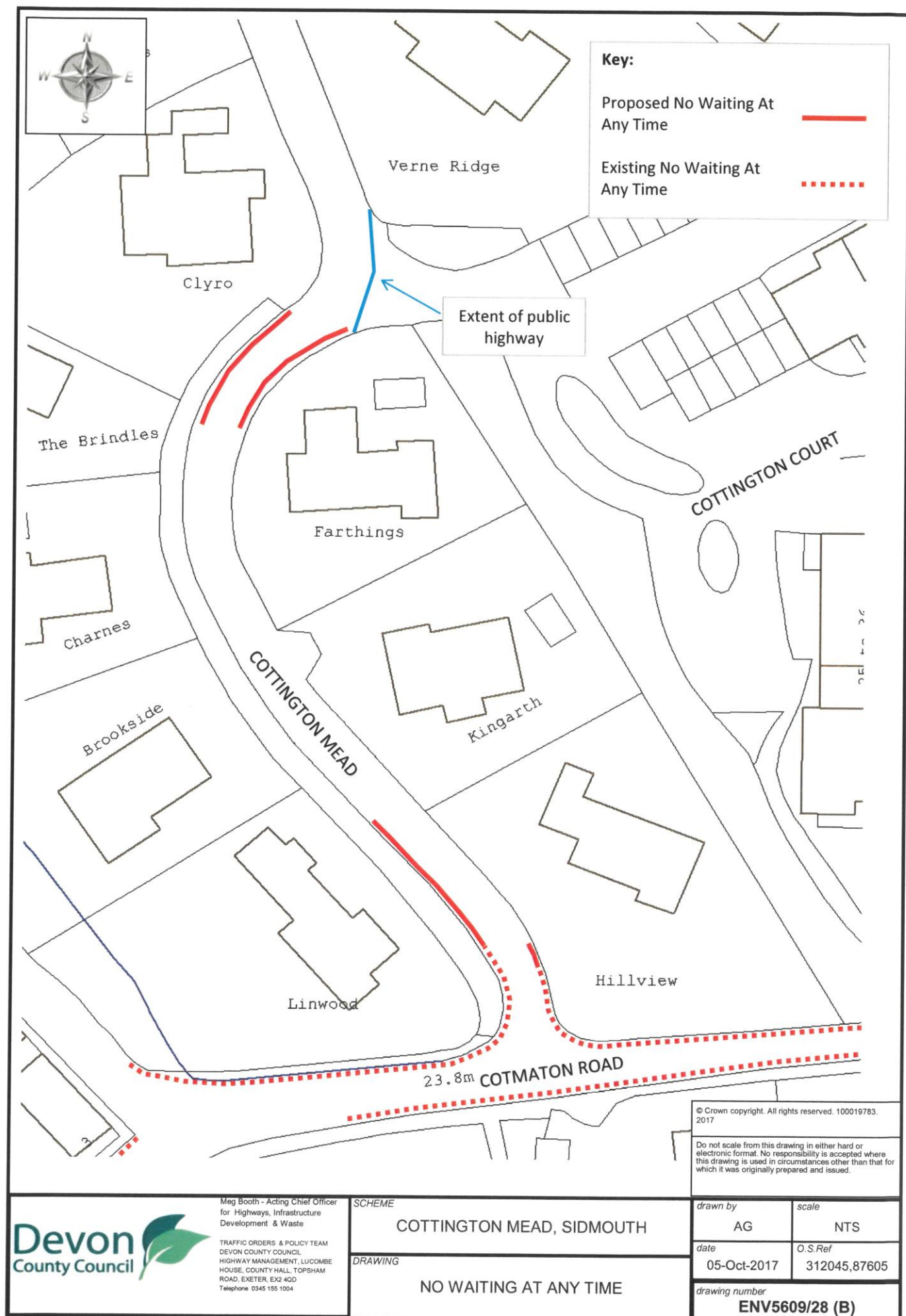
SCHEME	BEDFORD SQUARE, SIDMOUTH
	NO WAITING AT ANY TIME
DRAWING	
<div><div><div>Devon County Council</div></div><div><div>Meg Booth - Acting Chief Officer for Highways, Infrastructure Development & Waste</div><div>TRAFFIC ORDERS & POLICY TEAM DEVON COUNTY COUNCIL, HIGHWAY MANAGEMENT, LUCOMBE HOUSE, COUNTY HALL, TOPSHAM ROAD, EXETER, EX2 4DD</div><div>Telephone: 0346 155 1004</div></div></div>	

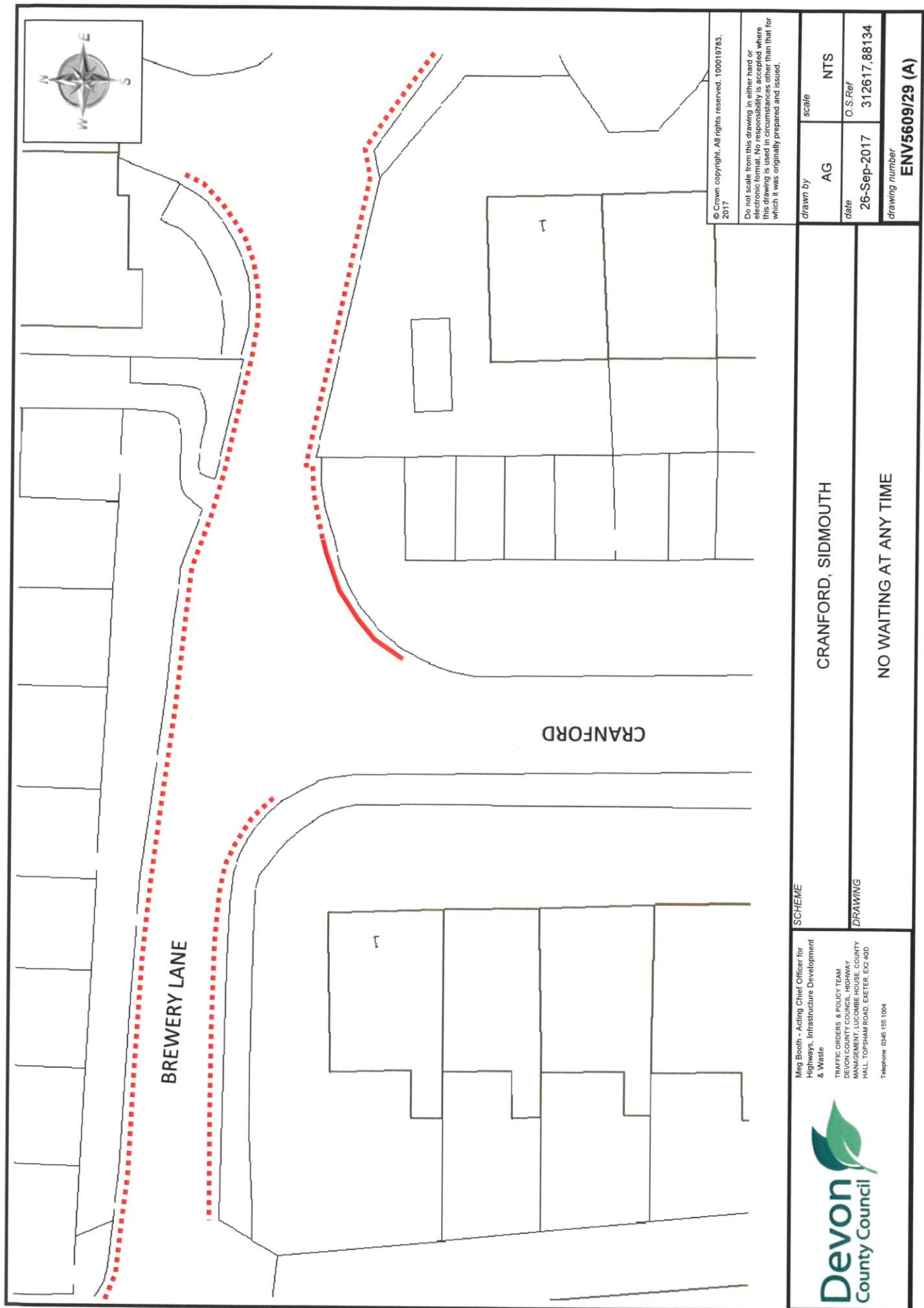


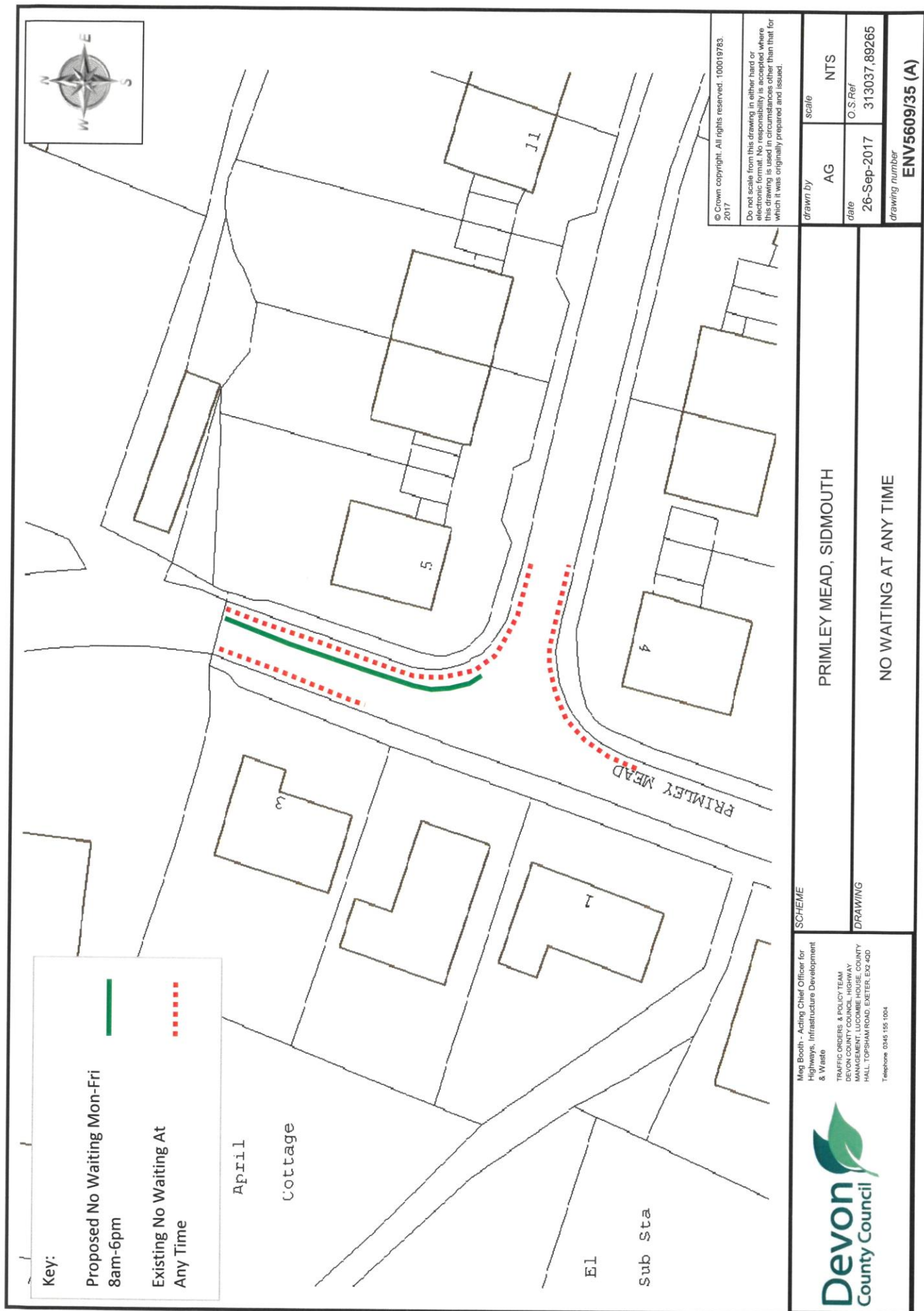


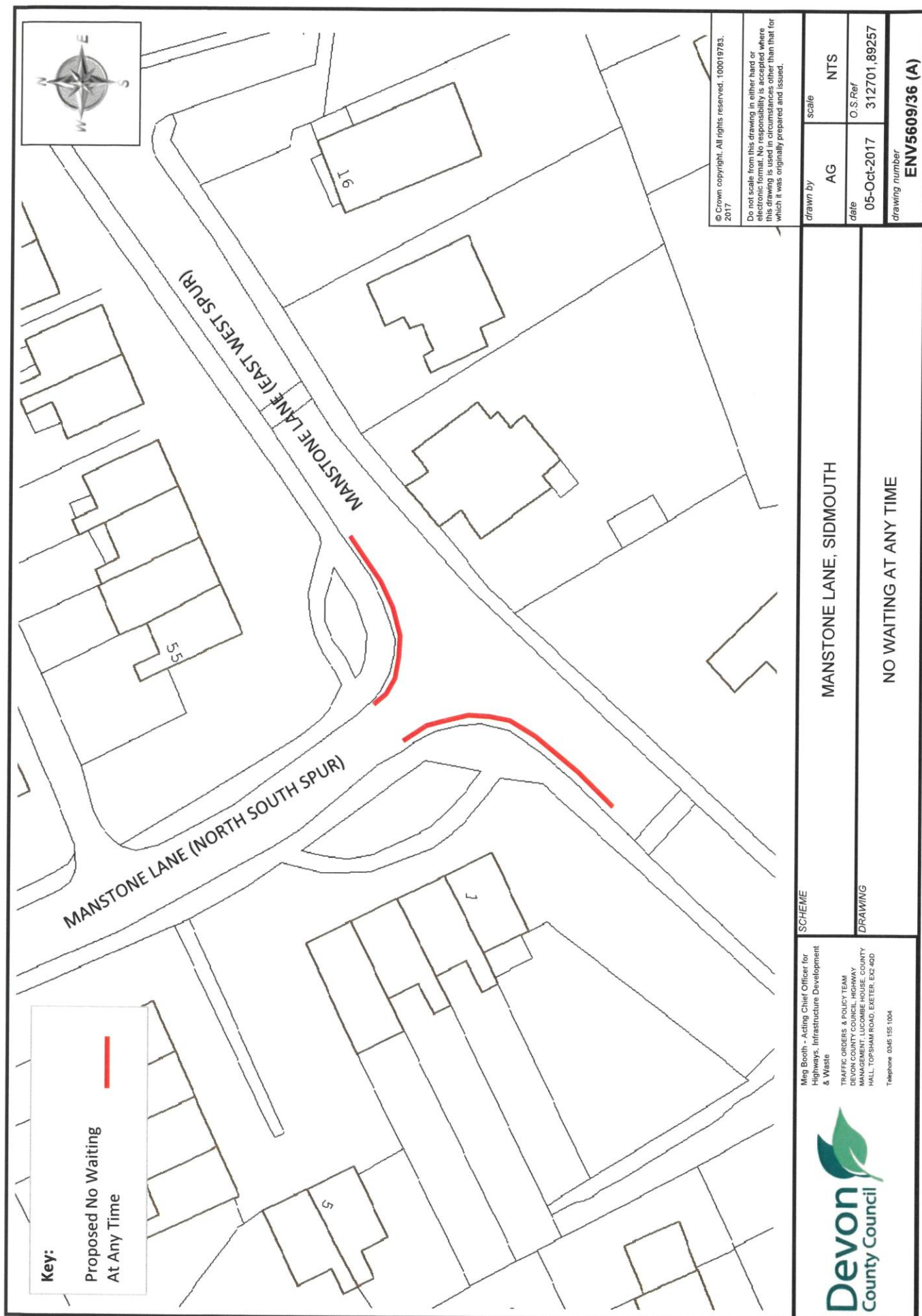


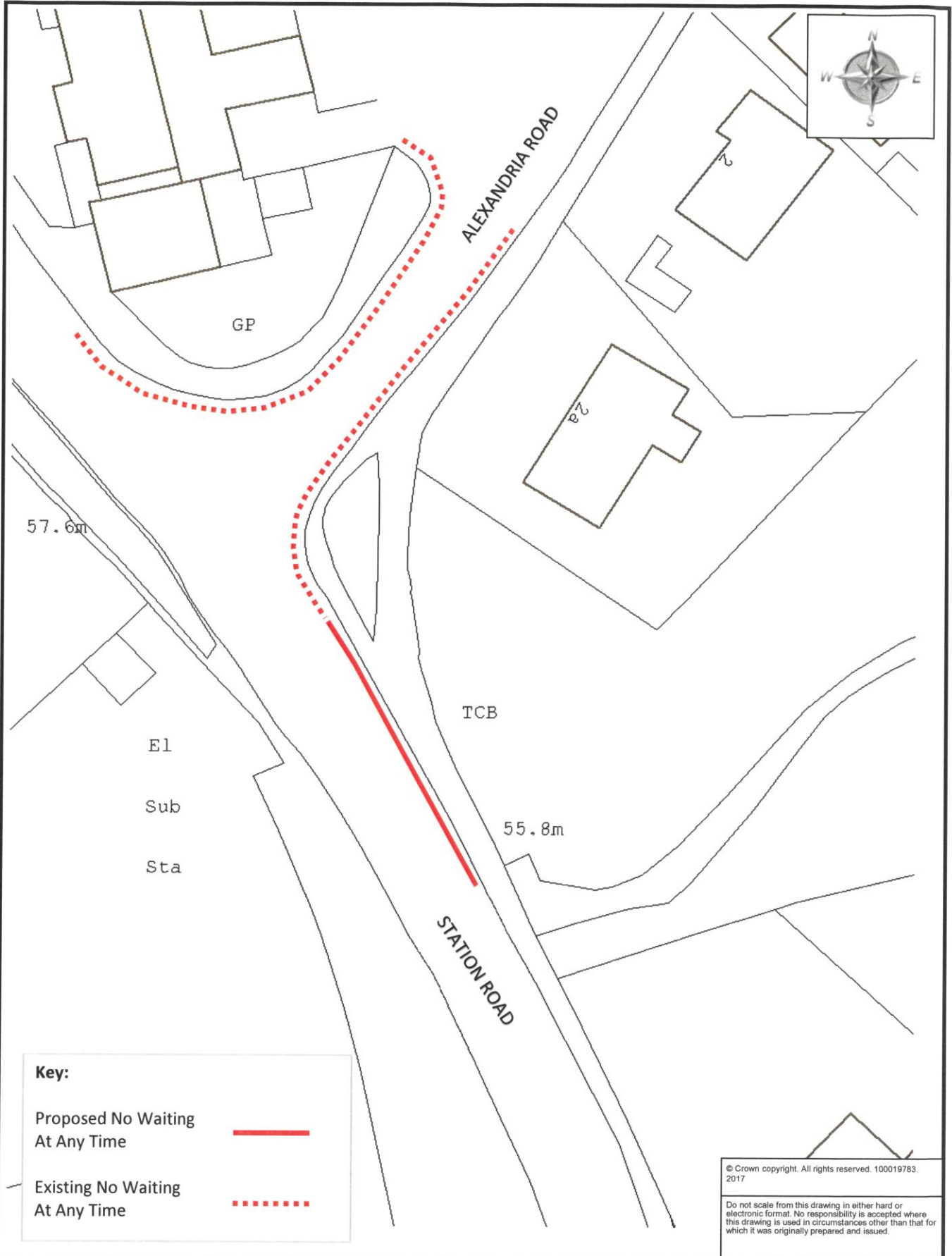













 <p>Meg Booth - Acting Chief Officer for Highways, Infrastructure Development & Waste</p> <p>TRAFFIC ORDERS & POLICY TEAM DEVON COUNTY COUNCIL HIGHWAY MANAGEMENT, LUCOMBE HOUSE, COUNTY HALL, TOPSHAM ROAD, EXETER, EX2 4QD Telephone 0345 155 1004</p>	SCHEME		drawn by	scale
	STATION ROAD, SIDMOUTH		AG	NTS
	DRAWING		date	O.S.Ref
	NO WAITING AT ANY TIME		05-Oct-2017	312142,88482
			drawing number	
		ENV5609/37 (A)		

<p style="text-align: center;">SIDMOUTH TOWN COUNCIL LIST OF DATES FOR MEETINGS JAN 2018 – MAY 2019</p>
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2018

JANUARY	Mon	08	COUNCIL
	Wed	10	PLANNING COMMITTEE
	Mon	22	ESTIMATES & GRANTS
	Wed	24	PLANNING COMMITTEE
FEBRUARY	Mon	05	COUNCIL
	Wed	07	PLANNING COMMITTEE
	Wed	21	PLANNING COMMITTEE
MARCH	Mon	05	COUNCIL
	Wed	07	PLANNING COMMITTEE
	Mon	12	TOURISM & ECONOMY COMMITTEE
	Mon	19	EMERGENCY COMMITTEE
	Wed	21	PLANNING COMMITTEE
APRIL	Wed	04	PLANNING COMMITTEE
	Mon	09	COUNCIL and TOWN ASSEMBLY (Venue tba)
	Wed	18	PLANNING COMMITTEE
MAY	Wed	02	PLANNING COMMITTEE
	Mon	14	ANNUAL COUNCIL
	Wed	16	PLANNING COMMITTEE
	Wed	30	PLANNING COMMITTEE
JUNE	Mon	04	COUNCIL
	Wed	13	PLANNING COMMITTEE
	Mon	18	TOURISM & ECONOMY COMMITTEE
	Wed	27	PLANNING COMMITTEE
JULY	Mon	02	COUNCIL
	Wed	11	PLANNING COMMITTEE
	Wed	25	PLANNING COMMITTEE
AUGUST	Wed	08	PLANNING COMMITTEE
	Mon	13	COUNCIL
	Wed	22	PLANNING COMMITTEE
SEPTEMBER	Mon	03	COUNCIL
	Wed	05	PLANNING COMMITTEE
	Mon	10	TOURISM & ECONOMY COMMITTEE
	Wed	19	PLANNING COMMITTEE

OCTOBER	Mon	01	COUNCIL
	Wed	03	PLANNING COMMITTEE
	Mon	08	PRE-BUDGET
	Wed	17	PLANNING COMMITTEE
	Wed	31	PLANNING COMMITTEE
NOVEMBER	Mon	05	COUNCIL
	Wed	14	PLANNING COMMITTEE
	Wed	28	PLANNING COMMITTEE
DECEMBER	Mon	03	COUNCIL
	Mon	10	TOURISM & ECONOMY COMMITTEE
	Wed	12	PLANNING COMMITTEE

2019

JANUARY	Mon	07	COUNCIL
	Wed	09	PLANNING COMMITTEE
	Mon	21	ESTIMATES & GRANTS
	Wed	23	PLANNING COMMITTEE
FEBRUARY	Mon	04	COUNCIL
	Wed	06	PLANNING COMMITTEE
	Wed	20	PLANNING COMMITTEE
MARCH	Mon	04	COUNCIL
	Wed	06	PLANNING COMMITTEE
	Mon	11	TOURISM & ECONOMY COMMITTEE
	Mon	18	EMERGENCY COMMITTEE
	Wed	20	PLANNING COMMITTEE
APRIL	Mon	01	COUNCIL and TOWN ASSEMBLY (Venue tba)
	Wed	03	PLANNING COMMITTEE
	Wed	17	PLANNING COMMITTEE
MAY	Wed	01	PLANNING COMMITTEE
	Mon	13	ANNUAL COUNCIL
	Wed	15	PLANNING COMMITTEE
	Wed	29	PLANNING COMMITTEE

Notes

- Unless otherwise indicated, meetings will normally be held in the Council Chamber, Woolcombe House, Woolcombe Lane, Sidmouth commencing at 6.30 pm.
- All meetings listed above are open to the public. The public may however be asked to leave some meetings on specified grounds.
- Trustee meetings will be held as required at the rising of a council meeting. An Agenda will be published for these in the normal way.