



SIDMOUTH TOWN COUNCIL

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EX10 9BB

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2 January 2019

To: All Members of the Town Council
Town Clerk

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 7 January 2019 at 6.30pm

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

Members of the public are reminded that they may speak on any item on the agenda during Public Question Time or when an item is reached on the agenda with the permission of the Chairman and before that item is debated by Members.

Yours faithfully,

Christopher E Holland
Town Clerk

A G E N D A

PART 'A'

Page/s

1 **Prayers**

Prayers will be taken by Father Paul Cummins.

2 **Apologies**

To receive any apologies for absence.

3 **Minutes**

To confirm the minutes of the meetings of the Town Council held on Monday
3 December 2018.

4 – 5

4 **Declarations of Interest**

To receive any Members' declarations of interest in respect of items on the agenda.

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

5 Matters of Urgency or Report from the Chairman

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

6 Exclusion of the Public

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

7 Public Open Question Time

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

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

(Members and members of the public are reminded to notify the Clerk and Councillor concerned of questions to be raised. This arrangement is in place to enable a considered response at the meeting.)

8 Police Report

To receive the December 2018 Police Report.

(Members are asked to notify Sergeant Andrew Squires and the Clerk of questions to be raised in advance of the meeting where possible.)

9 Committee/Working Group Reports

9.1 Planning Committee Reports

To receive the reports of the Planning Committee meetings held on Wednesdays 28 November and 12 December 2018.

6 – 12

9.2 Tourism & Economy Committee Report

To receive the report of the Tourism & Economy Committee meeting held on Monday 10 December 2018.

13 – 14

9.3 Sid Valley Neighbourhood Plan Steering Group

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

10 Reports from Members with Special Responsibilities

10.1 Finance Report

To receive the Finance Report for November 2018.

15 – 18

10.2 Other Reports from Members with Special Responsibilities

To receive other notified reports from other Members.

11 Change of Planning Committee Meeting Date

Members are asked to note that the Planning Committee scheduled to be held on Wednesday 29 May will be moved to Wednesday 22 May – this is due to Council elections.

Forthcoming Council and Committee meetings:

9 January 2019 – Planning Committee
21 January 2019 – Estimates and Grants
23 January 2019 – Planning Committee
4 February 2019 – Council
6 February 2019 – Planning Committee
20 February 2019 – Planning Committee

SIDMOUTH TOWN COUNCIL
Minutes of the Meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 3 December 2018 at 6.30pm

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

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

PART 'A'

94 Prayers

Prayers were taken by the Reverend David Caporn.

95 Minutes

The minutes of the meeting of the Town Council held on Monday 5 November 2018 were signed as a true and accurate record.

96 Declarations of Interest

There were no Declarations of Interest received at this meeting.

97 Police Report

Sgt Andy Squires presented the October and November combined police report which showed 99 in October/November 2018 in comparison to 93 in October/November 2017.

98 Committee/Working Group Reports

98.1 Planning Committee Reports

Councillor Dent, Chairman of the Planning Committee, presented the reports of the Planning Committee meetings held on Wednesdays 31 October and 14 November 2018.

RESOLVED: That the Planning Committee reports be noted.

98.2 Sid Valley Neighbourhood Plan Steering Group

Deirdre Hounsom gave a report of the work being carried out by the Sid Valley Neighbourhood Plan Steering Group Committee and asked Members to agree that the Sid Valley Neighbourhood Plan be submitted to East Devon District Council for statutory examination.

RESOLVED: That:

1. the Sid Valley Neighbourhood Plan be submitted to East Devon District Council for statutory examination.
2. the Sid Valley Neighbourhood Plan Steering Group be thanked for all their hard work and commitment over the last few years; with special appreciation of the work carried out by the late former Councillor Michael Earthy.

99 Reports from Members with Special Responsibilities

99.1 Finance Report

a) In accordance with section 2.2 of the Town Council's Financial Regulations Members were asked to note that the Member with Special Responsibility for finance had verified the bank reconciliation, for all accounts, as at the end of September 2018.

RESOLVED: That it be noted that Councillor Wright had verified the bank reconciliations, for all accounts, as at the end of September 2018.

b) Member with Special Responsibility for Finance, Councillor Wright, presented the October 2018 Finance Report to Members.

RESOLVED: That the October 2018 Finance Report be noted and agreed.

100 Adoption of Play Areas in Sidmouth

Dave Cook, Senior Engineer, East Devon District Council had written to advise that the District Council was in the process of enhancing and renewing the Manstone and Stowford Rise play areas in Sidmouth. Installation of the new equipment and surfacing would commence in the New Year with completion scheduled for the end on March 2019. The Town Council had previously requested adoption of the Manstone Play Area once it was upgraded and had been asked to confirm that request. The District Council had also suggested the Town council considered adopting the Stowford Rise area and would like to formally start the process and ask for confirmation of the Town Council's position on this matter.

RESOLVED: That:

1. the Town Council confirm their request to accept transfer of Manstone Play Area from the District Council after upgrade of all the play equipment.
2. the suggestion to adopt Stowford Rise Play Area be deferred pending further discussions regarding the transfer of this and other assets from the District Council.

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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
on Wednesday 28 November 2018**

Councillors present: - Kelvin Dent (Chairman)
Simon Pollentine (Acting Vice Chairman)
Ian Barlow
Gareth Jones
John Rayson
Jeff Turner

Apologies: Ian McKenzie-Edwards, Marc Kilsbie and Dawn Manley

The meeting started at 6.30pm and finished at 8.15pm.

261 Declarations of Interest

Name	Item/Number	Type	Action Taken	Details
Cllr Ian Barlow	18/2372/LBC Flat 2, Peak House, Cotmaton Road, Sidmouth, EX10 8SY	Personal	Remained in the chamber to speak and vote	Acquainted with Applicant.
Cllr Ian Barlow	18/2372/LBC Peak House, Cotmaton Road, Sidmouth.	Personal	Remained in the chamber to speak and vote	Acquainted with Applicant.
Cllr Simon Pollentine	18/2480/FUL Sweet Temptations, Market Place, Sidmouth, EX10 8AR	Personal	Remained in the chamber to speak and vote	Acquainted with Applicant.
Cllr Simon Pollentine	18/2572/MFUL Sidmouth College, Primley Road, Sidmouth, EX10 9LG	Personal	Remained in the chamber to speak and vote	Acquainted with Applicant.
Cllr John Rayson	18/2628/FUL. Robert Frith Optometrists, Vicarage Road, Sidmouth, EX10 8TY	Personal	Remained in the chamber to speak and vote	Acquainted with Applicant.
Cllr Gareth Jones	18/2606/FUL. Land at Northern Hill, Sidford.	Personal	Remained in the chamber did not speak and vote	Acquainted with Applicant.

262 Minutes

The Minutes of the Planning Committee meetings held on the 14 November 2018 were signed as a true and accurate record.

263 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.

264 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.

- | | | |
|------------|--|---|
| 265 | 18/2480/FUL Mrs J Lacelles
East Ward | Sweet Temptations, Market Place, Sidmouth, EX10 8AR
Change of use and alteration of first floor storage area to
form micro studio apartment and extension to first floor
maisonette. |
| | SUPPORT | |

266	18/2520/FUL East Ward	Bradleys Estate Agents (Mr A Hawkins)	119 High Street, Sidmouth, EX10 8LB Replace unsafe single glazed wooden shop front with white powder coated aluminium unit, double glazed with toughened glass. SUPPORT subject to the agreement of the conservation officer.
267	18/2382/FUL North Ward	Mr & Mrs Downey	48 Temple Street, Sidmouth, EX10 9BQ Proposed new dwelling on land to the rear of 48 Temple Street. UNABLE TO SUPPORT Members were unable to support the application for the following reasons: <ul style="list-style-type: none"> Members were concerned at the close proximity to the neighbouring property which was built in the 1800s and does not have the benefit of modern foundations where it was planned to leave approx 6" or less gap between the two properties which could prevent any maintenance of the existing property in Chandlers Lane.
268	18/2536/FUL North Ward	Mrs V Newton	Woolcombe Cottage, Chandlers Lane, Sidmouth, EX10 9BX Installation of new first floor window to side elevation. SUPPORT
269	18/2572/MFUL Primley Ward	Bouygues Uk	Sidmouth College, Primley Road, Sidmouth, EX10 9LG New school block with associated external works and landscaping. Demolition of redundant school building following new building completion. SUPPORT
270	18/2508/FUL Salcombe Regis	Mr & Mrs D Ruse	2 Birds Nest Cottages, Sid Road, Sidmouth, EX10 9AL External alterations and cladding. SUPPORT
271	18/2559/FUL Salcombe Regis Ward	The Donkey Sanctuary	Trow Farm, Trow, Salcombe Regis, Sidmouth, EX10 0PB Proposed concrete track for approximately 130 metres from 'Rennies Barn' southwards. UNABLE TO SUPPORT Members feel that there is no need for more concrete areas with the AONB.
272	18/2563/RES Salcombe Regis Ward	Mr E Marshall	Fire & Smoke Farm, Salcombe Regis, Sidmouth, EX10 0PE Variation of condition 2 (plans condition) of planning permission 18/1763/FUL (omit basement). SUPPORT
273	18/2575/FUL Sidbury Ward	Ms Helen Preston	2 Higher Greenhead, Sidbury, Sidmouth, EX10 0RP Construction of detached outbuilding. SUPPORT NOTE: Members recommended that a residential tie or condition be included to ensure that the building is used for residential use ancillary to the main dwelling only.
274	18/2539/FUL Sidford Ward	Mr Sharath Jaiprakash	56 Sidford High Street, Sidford, Sidmouth, EX10 9SQ Provision of first floor balcony, construction of single storey extension and extended external area to south east, two storey extension to north west and replacement garage. SUPPORT

- 275** 18/2601/FUL Mr & Mrs Soper 1 Higher Brook Meadow, Sidford, Sidmouth, EX10 9SS
Sidford Ward
Construction of first floor side extension above existing ground floor.
- DEFERRED
The application was deferred to the next meeting to allow Members of the Planning Committee to visit the site.
- 276** 18/2606/FUL Mr Langworthy Land at Northern Hill, Sidford.
Sidford Ward
Proposed new dwelling to replace existing caravan granted a Certificate of Lawfulness under planning ref: 17/2115/CPE.
- SUPPORT
- 277** 18/2372/LBC Mr Michael Holme Flat 2, Peak House, Cotmaton Road, Sidmouth
South Ward
EX10 8SY
Various works to include: create 2no. alcoves in hallway, replace existing door leading into hallway north elevation, install lantern light over hallway, replace glass screen window with arched glass screen window and render and cap brickwork wall outside entrance.
- SUPPORT subject to the agreement of the conservation officer.
- 278** 18/2592/FUL Mr & Mrs Bradley Sunglow, Seafield Road, Sidmouth EX10 8HF
South Ward
Removal of detached garage to allow for the construction of a new boundary wall and infilling of land.
- SUPPORT
- 279** 18/2603/FUL Mrs Vallance 5 Sidmount, Station Road, Sidmouth, EX10 8XU
South Ward
Retention of decking and shed.
- SUPPORT
- 280** 18/2628/FUL Mr & Mrs Walker Robert Frith Optometrists, Vicarage Road, Sidmouth,
South Ward
EX10 8TY
Change of use from vacant opticians to flat, including rear infill extension and revised frontage.
- SUPPORT
- 281** **Tree Applications for Decision**
a) 18/2293/TRE Reynolds Peak House, Cotmaton Road, Sidmouth.
South Ward
T1 Oak - Reduction of crown by 2.5m through East - West maintaining a (Southern) lateral spread of 10m and a tree height of 21m, pruning cuts <70mm diameter. Tree has a large asymmetrically formed crown, with bias and heavy lean towards Peak house and Peak lodge. Pruning works to alleviate biomechanical stress T2 Sycamore - Fell, Removal of tree to facilitate a proposed off-street parking space, using a no dig, porous, geocellular confinement system.
- SPLIT DECISION (a part of the application has been reused and a part has been approved)
The Council hereby **grants** permission to carry out work described below subject to the following conditions:
T1 - a reduction of less than 15% of the folia area of each limb to the southern side of the canopy, cuts no more than 50mm, branch lengths no more than 1m

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 Oak - Reduction of crown by 2.5m through East - West maintaining a (Southern) lateral spread of 10m and a tree height of 21m, pruning cuts <70mm diameter.

T2 Sycamore - Fell,

1. Reasoning - T1 - the works would remove a high volume of the crown, causing excessive re-growth, the surface area of wound wood would be greater than recommended within BS3998:2010, it would remove the trees natural shape and affect the overall amenity value particularly considering the number of trees already removed.
T2 - the works are not justified nor a good arboricultural reason to remove a healthy amenity tree

282 Prior notification of proposed works to trees in a Conservation area (Section 211 Notice)

18/2482/TCA

Mrs Kloer

Southbrook, Bickwell Valley, Sidmouth, EX10 8SQ.

South Ward

T1 - T3 Thuya Plicata: Fell - beginning to damage rear wall.

T4 Lawson Cypress: Reduce in height by 3 meters.

Works noted

283 Tree Exemption Reports

Notification of Tree works considered an exception to TPO 17/0058/TPO Harmonie, Peak Hill Road, Sidmouth

a)

Thank you for advising the Council that you would like to carry out works to remove dead wood over Peak Hill Road and remove dead Scots Pine, which you consider to be an exception to the usual requirements of the tree protection legislation.

The works in question are considered to be an exception from the normal requirement to seek the consent of this Council under Regulation 14 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).

b)

Notification of Tree works considered an exception to TPO 64/0003/TPO Putts Corner, Sidbury

Thank you for advising the Council that you would like to carry out works to fell an Oak tree as it is in an advanced state of decline and considered to be dangerous to users of the road, which you consider to be an exception to the usual requirements of the tree protection legislation.

The works in question are considered to be an exception from the normal requirement to seek the consent of this Council under Regulation 14 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).

284 Unsupported Decisions

No unsupported decisions were reported.

285 Appeals

No appeals lodged, or appeal decisions were reported.

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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
on Wednesday 12 December 2018**

Councillors present: - Kelvin Dent (Chairman)
Ian Barlow (Acting Vice Chairman)
Simon Pollentine
Gareth Jones
John Rayson
Jeff Turner
Ian McKenzie-Edwards

Apologies: Marc Kilsbie and Dawn Manley

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

286 Declarations of Interest

Name	Item/Number	Type	Action Taken	Details
Cllr Kelvin Dent	18/2720/FUL. Brecon House, Knowle Drive, Sidmouth, EX10 8HW	Personal	Remained in the chamber did not speak and vote	Acquainted with Objector
Cllr Jeff Turner	18/2621/FUL. 21 Malden Road, Sidmouth, EX10 9LX	Personal	Remained in the chamber to speak and vote	Acquainted with Applicant
Cllr Simon Pollentine	18/2553/FUL. The Pea Green Boat, The Esplanade, Sidmouth, EX10 8BB	Personal	Remained in the chamber to speak and vote	Acquainted with Applicant

287 Minutes

The Minutes of the Planning Committee meetings held on the 28 November 2018 were signed as a true and accurate record.

288 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.

289 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.

290 18/2643/FUL West Ward Miss P L Wheatley Serena Cottage, 5 West Park Road, Sidmouth, EX10 9DH.
Retention of replacement windows/doors.

SUPPORT

291 18/2713/FUL West Ward Mr And Mrs C Sweet. 103 Woolbrook Road, Sidmouth, EX10 9DY.
Construction of carport to side, replacement conservatory to rear and alterations to front facing opening including the provision of cladding.

SUPPORT

292 18/2601/FUL Sidford Ward Mr & Mrs Soper 1 Higher Brook Meadow, Sidford, Sidmouth, EX10 9SS.
Construction of first floor side extension above existing ground floor.

SUPPORT

293	18/2720/FUL South Ward	Ms Lambert	Brecon House, Knowle Drive, Sidmouth, EX10 8HW. Provision for new driveway of Knowle Drive to improve vehicular access.
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SUPPORT

Note: Members commented that they would prefer to see a 2ft green border with a minimum 2ft high hedge between Brecon House and The Radjel, this would help to soften the street scene and support local wildlife/ provide habitats.

294	18/2621/FUL Primley Ward	Bennett and Ryan	21 Malden Road, Sidmouth, EX10 9LX. Rear and porch extensions and off-road parking to form an additional dwelling.
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SUPPORT

295	18/2635/FUL Primley Ward	Ms Jennifer Thomas	44 Fleming Avenue, Sidmouth, EX10 9NZ. Single storey side and rear extension.
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SUPPORT

296	18/2647/FUL North Ward	Mr & Mrs Gallagher	Charis, 9 Meadway, Sidmouth, EX10 9JA. Construction of 2 storey side and rear extension; canopy and terrace to rear.
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UNABLE TO SUPPORT

- The proposed design would be out of keeping with the character of the area.
- The proposed design of the windows on the south east aspect would adversely impact on the neighbouring property due to overlooking.

297	18/2553/FUL East Ward	Mr C Pike	The Pea Green Boat, The Esplanade, Sidmouth, EX10 8BB. Demolition of existing bay frontage and construction of new bay frontage and two storey rear extension.
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SUPPORT: Subject to the conservation officer's views.

298 Tree Applications for Decision

a)	18/2474/TRE South Ward	Mr Evans	101 Peaslands Road, Sidmouth, EX10 8XE. T1, ash - reduce second and third order branches by approximately 1.5m to a suitable pruning position with cuts no larger than 75mm. Reason to relieve weight on decayed base. T2, ash - fell. Poor suppressed form.
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APPROVE subject to the conditions set out in the Arboricultural officer's report.

b)	18/2544/TRE Sidford Ward	Mr P Aldam	87 Sidford High Street, Sidford, Sidmouth, EX10 9SA. Monterey Pine (621, 622 & 623) - fell and replace.
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REFUSE for the following reasons:

Reasoning - The works have not been fully justified, it is agreed that the loss of the 4th tree has left the southern part of the group bare, it is hoped this will grow in time as will the replacement for the fourth tree. The long-term view being taken at this stage is to maintain the group of trees for as long as possible to allow the new tree to grow, if the health of these trees becomes an issue this can be dealt with in the future. All trees loose some minor debris during their lifetime, the benefit the trees give to the local area and environment counteracts this. These trees are in good health and have good public amenity

c)	18/2545/TRE Sidford Ward	Mr P Aldam	87 Sidford High Street, Sidford, Sidmouth, EX10 9SA. Monterey Pine (621, 622 & 623) - Remove deadwood; crown lift to 5m; crown reduce by 1.5m and reduce extended branches to match neighbouring crowns.
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THIS IS A **SPLIT** DECISION (a part of the application has been refused and a part approved).

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

an overall crown reduction of no more than 1m, target pruning cuts no greater than 60mm in diameter, the over-extended limb in T621 to be reduced by 1.5m, removal of deadwood.

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:

crown lift to 5m, crown reduce by 1.5m and reduce extended branches to match neighbouring crowns

Reasoning: The three trees have always grown as a group, recently losing the main tree in the group, the crown lifting to 5m would open the trees up to the prevailing winds and reduce the natural remaining shape of the tree. The crown reduction of 1.5m is excessive, the extended limbs have no major defects and are part of the character of this type of tree, and the works were not fully justified. The works, particularly a 5m crown lift will reduce the natural shape and amenity of the trees.

- d) 18/2409/TRE Primley Mr Cowie 3 Bramble Close, Sidmouth, EX10 9XY. Holly (T1) Crown
Ward reduce by 1m from branch tips to deliver balanced
rounded crown. Remove elm sapling at base of tree
within hedge and brambles to improve amenity of
hedge and tree.

APPROVE subject to the conditions set out in the Arboricultural officer's report.

299 **Unsupported Decision**

18/1779/MFUL Green Close, Drakes Avenue, Sidford, Sidmouth, EX10 9JU. Demolition of former residential care home and construction of 39 sheltered apartments for the elderly including communal facilities, access, car parking and landscaping.

Town Council

District Council

UNABLE TO SUPPORT

GRANTED

300 **Appeals**

18/1185/FUL – Construction of additional storey to existing bungalow. Seafeld Lodge, Seafeld Road Sidmouth. The appeal has been dismissed.

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CHAIRMAN OF THE PLANNING COMMITTEE

SIDMOUTH TOWN COUNCIL
Minutes of a Meeting of Sidmouth Town Council's
Tourism and Economy Committee
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 10 December 2018 at 6.30 pm

Councillors present: - Simon Pollentine (Chairman)
Frances Newth (Vice Chairman)

Ian Barlow
David Barratt
Jack Brokenshire
Stuart Hughes
Sheila Kerridge
Ian McKenzie-Edwards
John Rayson
Paul Wright

Apologies:- Louise Cole, Marc Kilsbie, Dawn Manley

The meeting started at 6.30pm and finished at 8.10pm

PART 'A'

11 Minutes

The Minutes of the Tourism & Economy Committee meeting held on Monday 11 June 2018 were signed as a true and accurate record.

12 Declarations of Interest

There were no declarations of interest

13 Information Centre Manager's Report & Financial Report

a) Jeff Bailey, Information Centre Manager, presented the Information Centre's report.

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

b) The Chairman presented the Finance Report for the period to October 2018 in respect of the Sidmouth Information Centre.

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

14 Town Guide Finance and Distribution Figures

The Chairman presented the Income and Expenditure Report for the period to October 2018 and the latest Guide distribution figures for the period to November 2018.

RESOLVED: That:

- 1) the Town Guide Income and Expenditure Report be noted and agreed.
- 2) the November 2018 Guide distribution figures be noted.

15 Large Scale Festivals and Events 2019

To note the larger-scale events and festivals already planned for 2019:

- May 18 – Sidmouth Sea Fest
- June 15 to 17 – Sidmouth Literary Festival (dates to be confirmed)
- August 2 to 9 - Sidmouth Folk Week
- August 17 – Sidmouth Food Festival (to be confirmed)
- August 23 – Sidmouth Air Display
- August 24 & 25 - Sidmouth Regatta
- September 21 – Sidmouth Carnival (date to be confirmed)
- September 21 to 27 – Sidmouth Walking Festival

- October 4 to 13 – Sidmouth Science Festival

For a full list of events, see: www.visitsidmouth.co.uk/sidmouth-events.

RESOLVED: 1) That the list of large scale festivals and events 2019 be noted.

2) That Councillors Ian Barlow and Sheila Kerridge and Ian be appointed to work with the Chamber of Commerce to investigate the feasibility of a large-scale hospitality-based food and drink type festival.

3) That the Town Clerk investigates the possibility of the Council displaying a board on the entrances to Sidmouth showing the major Festivals and events in the year.

16 Signed Walks Project

Richard Eley updated Members on the project to create additional signed walks in the town. He circulated a map to Members showing the 13 mile long route and explained that there were choices available to walkers to do 7, 9 or all 13 miles.

RESOLVED: That the walks project team be thanked for their work to date on the project.

17 Unregulated Online Hospitality Industry

Members were asked to consider the email and report received from Jo Watson, General Manager of Sidmouth Hotels and Alastair Handyside regarding the challenges facing the hospitality industry from online hospitality companies such as Air B&B.

It was emphasised how online accommodation providers did not have to adhere to any rules or standards regarding health and safety. Customers were not guaranteed the standard, sustainability, safety or even existence of the accommodation once booked online and the online companies used disclaimers to absolve themselves of any responsibility. An All Party Parliamentary Group had begun to look at the issue and it was hoped that the Government would soon be acting. In the meantime, the Council's help and support was asked for to continue to lobby both Government and East Devon District Council to see what could be done to create a more level playing field with existing accommodation providers.

RESOLVED: 1) That the Council supports in any way it can, moves to provide assurances and regulate online accommodation providers in the same way as Hotels and Guest Houses.

2) That the Town Clerk contact Sir Hugo Swire, Member of Parliament, to emphasise the Council's position on the issue and ask if he can lobby for changes at Government level.

18 Matters Raised by Invited Representatives

Representatives of Sidmouth Chamber of Commerce, raised the following issues:

- Provision of free Wi-Fi in town – Members continued to support the idea of free Wi-Fi provision in the town centre which had been discussed at the Tourism and Economy Committee once before with a view to linking in with a CCTV system for the town which the Police were continuing to work on developing.
- Festival of Britain 2022 – There was a £20 million fund which would be allocated to 'host' towns. It was suggested that Sidmouth might wish to put itself forward.
- Historic England Fund – It was noted that there was a significant fund of £675 million available for projects to help regenerate and develop towns in the country. It was agreed that any project would need to be reasonably simple and focussed. Match funding, such as S106 Tourism monies could help secure any funding bid. It was suggested that the fund should be applied to as soon as possible and that various projects as suggested by the Chamber of Commerce and the Neighbourhood Plan Community Actions should be considered.

CHAIRMAN OF THE TOURISM & ECONOMY COMMITTEE

**Sidmouth Town Council - Detailed Income and Expenditure Report
Month 8 - November 2018**

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Council Services</u>				
Public Conveniences	0	28,709	30,000	1,291
Youth Service Support	0	22,500	30,000	7,500
Flower Beds, Planters & Watering	1,944	14,170	17,000	2,830
Christmas Lighting & Events	110	5,610	12,000	6,390
Donation to Christmas Lighting (Income)	0	0	-1,500	-1,500
Tourism Promotion	750	2,933	8,000	5,067
Verge Cutting, Town Maintenance & Weeding	583	6,864	9,500	2,636
Verge Cutting DCC Grant (Income)	0	-4,298	0	4,298
Street Furniture	0	2,000	2,000	0
Sidmouth Information Centre	0	26,600	26,600	0
Drinking Fountain Sidbury	11	36	100	64
Dog Hygiene Bins	0	800	1,000	200
Sand Bags / Local Gritting	0	0	0	0
Annual Report Printing/Distribution	0	0	800	800
War Memorials	0	0	100	100
Parish Paths Partnership Payments	760	2,696	0	-2,696
Parish Paths Partnership (Income)	0	-500	0	500
	£4,158	£108,120	£135,600	£27,480

Discretionary Expenditure

Grants	0	15,578	16,000	422
Sidmouth Folk Week	0	30,000	30,000	0
Sidmouth Town Band	0	4,000	4,000	0
Sidmouth in Bloom	0	3,000	3,000	0
South West Museum Development	0	0	800	800
Air Display	0	21,609	6,000	-15,609
Donation to Air Display (Income)	-675	-12,590	0	12,590
Sidmouth Hopper Bus	0	22,647	18,000	-4,647
Donation to Hopper Bus (Income)	0	-9,825	0	9,825
Neighbourhood Plan	0	2,803	12,500	9,697
Neighbourhood Plan Grants (Income)	0	0	0	0
Port Royal Regeneration	0	280	10,000	9,720
Donation to use of Party Tent (Income)	0	-25	0	25
Western Town Webcam	0	529	0	-529
Payments from/to Earmarked Reserves	3,207	5,268	0	-5,268
Woolley Bequest Payments	0	5,000	0	-5,000
Woolley Bequest (Income)	0	0	0	0
	£2,532	£88,274	£100,300	£12,026

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 8 - November 2018

Woolcombe House

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
Services Gas/Water/Elec	263	1,493	3,500	2,007
Woolcombe House Business Rate	0	6,840	6,500	-340
Woolcombe House (Loan Interest&Repayment)	0	7,444	14,890	7,446
Woolcombe House-General Maintenance	439	4,289	8,000	3,711
Woolcombe House Building Reserve	0	0	2,000	2,000
Council Chamber Hire (Income)	0	-50	0	50
	£702	£20,016	£34,890	£14,874

Other Property

Alma Lane Field	0	127	500	373
Alma Lane Field (Income)	0	0	0	0
Manstone Youth Centre	3,559	11,573	18,000	6,427
Manstone Youth Centre (Income)	0	0	0	0
Manstone Sports and Play Areas	0	1,837	40,000	38,163
Long Park & Play Area	0	1,255	1,500	245
Seafront Amenity Building	663	19,491	20,000	509
Conservatory Maintenance	0	486	1,000	514
Fire Beacon Nature Reserve		1,300	0	-1,300
Fire Beacon Stewardship (Income)	-2,909	-9,585	0	9,585
Sidmouth Golf Club (Income)	0	0	-5	-5
Elec Pole Rent (Income)	0	-38	-40	-2
	£1,313	£26,446	£80,955	£54,509

Trust Property

The Ham

The Ham Ground Mtce	0	2,419	4,100	1,681
The Ham Other Mtce	88	914	2,500	1,586
The Ham Play Equipment	1,380	1,380	1,500	120
The Ham Reserve	0	0	2,000	2,000
The Ham 3Phase Power	98	1,326	1,600	274
The Ham Rent (Income)	0	-10,780	-9,000	1,780

Manstone

Manstone Land Ground Mtce	0	420	500	80
Manstone Other Maintenance	0	1,300	1,600	300
Manstone Reserve	0	0	2,000	2,000
Manstone Rent (Income)	0	-1,195	-990	205

Salcombe Regis

S.R. Allotment Field	0	0	0	0
S.R. Allotment Field Rent (Income)	0	0	0	0
S.R. Recreation Field (water)	60	172	250	78
S.R. Recreation Field Rent (Income)	0	-605	-525	80
	£1,626	-£4,649	£5,535	£10,184

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 8 - November 2018

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Members</u>				
Members/Chairman's Allowances	0	4,649	5,000	351
Chairman's Expenses	700	732	2,000	1,268
Members Expenses/Training	25	85	800	715
Civic & Hospitality	0	108	1,000	892
	£725	£5,574	£8,800	£3,226
<u>Staff</u>				
Salaries	7,576	60,668	92,000	31,332
Pensions	1,465	11,720	20,000	8,280
Staff Eye Tests	0	10	100	90
Training & Conferences	0	0	1,000	1,000
Officers Expenses	0	24	100	76
Tourism/Promotion Admin (Income)	0	0	-10,000	-10,000
Advert Planning Fees (Income)	0	0	0	0
	£9,041	£72,422	£103,200	£30,778
<u>Office Expenses</u>				
Postage	39	1,027	1,600	573
Stationery	102	682	1,500	818
Telephone	181	2,359	3,500	1,141
Subscriptions	0	1,959	2,000	41
Photocopier	183	613	1,500	887
Internet, website and webcams	0	2,080	3,000	920
Computer Software Contracts	535	1,212	1,200	-12
Computer Maintenance Contingency	0	0	1,000	1,000
Advertisements	0	10	500	490
Audit	0	1,600	1,600	0
Insurance	0	4,657	5,000	343
Sundry	130	614	1,200	586
Bank Charges	9	80	200	120
Bank Interest Received (Income)	-120	-636	0	636
	£1,059	£16,257	£23,800	£7,543

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 8 - November 2018

Expense Group Totals	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
Council Services	4,158	108,120	135,600	27,480
Discretionary Expenditure	2,532	88,274	100,300	12,026
Woolcombe House	702	20,016	34,890	14,874
Other Freehold Property	1,313	26,446	80,955	54,509
Trust Property	1,626	-4,649	5,535	10,184
Members	725	5,574	8,800	3,226
Staff	9,041	72,422	103,200	30,778
Office Expenses	1,059	16,257	23,800	7,543
Precept Received	0	-488,467	-488,467	0
Council Tax Support Grant	0	-4,613	-4,613	0
Net Income over Expenditure	£21,156	-£160,620	£0	£160,620

Current/Deposit Bank Accounts	£728,382
<i>of which</i>	
Woolley Bequest	£20,591
Earmarked Reserves	£404,662