SIDMOUTH TOWN COUNCIL

WOOLCOMBE HOUSE
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DEVON
EX10 9BB

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To: All Members of the Town Council
Town Clerk

31 October 2016

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 November 2016 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 3 and 17 October 2016. 3 – 7

4 **Declarations of Interest**

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

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

Page/s

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 2016 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 5 and 19 October 2016. — 8 – 14

9.2 Sid Valley Neighbourhood Plan Steering Group

Tim Salt, Sid Valley Neighbourhood Plan Steering Group administrator will give a short presentation on responses to the first household questionnaire; see enclosed document. — Document enclosed

10 **Reports from Members with Special Responsibilities**

10.1 Finance Report

To receive the Finance Report for September 2016. — 15 – 18

10.2 Other Reports from Members with Special Responsibilities

To receive other notified reports from other Members.

11 **Electoral Review of East Devon: Warding Arrangements**

The Local Government Boundary Commission for England has formally commenced an electoral review of East Devon District Council and Members are asked to consider the attached documents. — 19 – 21

Forthcoming Council and Committee meetings:

16 November 2016 – Planning Committee
30 November 2016 – Planning Committee
5 December 2016 – Council
12 December 2016 – Tourism & Economy Committee
14 December 2016 – Planning Committee

SIDMOUTH TOWN COUNCIL
Minutes of the Meeting of Sidmouth Town Council held at the Council Chamber, Woolcombe House, Sidmouth, on Monday 3 October 2016 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	Matt Booth
	Louise Cole
	John Rayson
Primley	Jeff Turner (Chairman)
Sidford	Jack Brokenshire
	Ian McKenzie-Edwards (Vice-Chairman)
Sidbury	John Hollick
Salcombe Regis	Ian Barlow
	David Barratt
Apologies:	Gareth Jones, Simon Pollentine

The meeting started at 6.30pm and finished at 8.55pm.

PART 'A'

71 Prayers

Prayers were taken by the Reverend Susie Williams.

72 Minutes

The minutes of the meeting of the Town Council held on Monday 5 September 2016 were signed as a true and accurate record.

73 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr John Dyson	74 Matters of Urgency	Personal	Remained in the Chamber during discussion and voting	EDDC Member of Port Royal Scoping Study Reference Group
Cllr David Barratt	74 Matters of Urgency	Personal	Remained in the Chamber during discussion and voting	EDDC Member of Port Royal Scoping Study Reference Group
Cllr Stuart Hughes	74 Matters of Urgency	Personal	Remained in the Chamber during discussion and voting	DCC Highways Member of Port Royal Scoping Study Reference Group

Cllr Kelvin Dent	80 Sidmouth Folk Week	Personal	Remained in the Chamber during discussion and voting	Folk Week Performer
Cllr John Dyson	80 Sidmouth Folk Week	Personal	Remained in the Chamber during discussion and voting	Folk Week Trustee
Cllr Stuart Hughes	80 Sidmouth Folk Week	Personal	Remained in the Chamber during discussion and voting	Folk Week grant from DCC Locality Budget
Cllr Matt Booth	81 Sidmouth Health and Care Forum	Personal	Remained in the Chamber during discussion and voting	EDDC Chairman of Focus Group

74 Matters of Urgency or Report from the Chairman

- The Chairman reported that the forthcoming consultation regarding Sidmouth Hospital would be discussed at the November Council meeting.
- The Chairman raised concerns regarding the involvement of one of the Town Councillors in a newspaper article published in the Sidmouth Herald in respect to the future of The Ham, Sidmouth. Members agreed that acting as Trustees they would always wish to protect the Ham.

75 Public Open Question Time

- Mr Peter Murphy asked whether an Invitation to tender for redevelopment would be included in the Port Royal Scoping Study. The Chairman replied that an Invitation to Tender for the consultation process would be included but not an Invitation to Tender for development.

76 Police Report

PC Simon Blyth presented the police report for September 2016.

77 Committee/Working Group Reports

77.1 Planning Committee Reports

Councillor Barlow, Chairman of the Planning Committee presented the reports of the Planning Committee meetings held on Wednesdays 7 and 21 September 2016.

RESOLVED: That the Planning Committee reports be noted.

77.2 Tourism & Economy Committee Report

Councillor Newth, Vice-Chairman of the Tourism & Economy Committee presented the report of the Tourism & Economy Committee held on Monday 12 September 2016.

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

77.3 Sid Valley Neighbourhood Plan Steering Group

Deirdre Hounsom, Chairman of the Sid Valley Neighbourhood Plan Steering Group gave an update regarding the recent work of the SVNP Steering Group team.

RESOLVED: That the Sid Valley Neighbourhood Plan Steering Group report be noted.

78 Reports from Members with Special Responsibilities

78.1 Finance Report

Councillor Wright presented the August 2016 Finance Report.

RESOLVED: That the August 2016 Finance Report be noted and agreed.

78.2 Sidmouth Hopper

Councillor Dyson gave an update regarding this year's Hopper Bus service.

RESOLVED: That the Hopper Bus report be noted.

79 Sidmouth Town Band – Annual report

Martin Cordy, Chairman of the band gave an update on the 2016 summer concert season, Last Night of the Proms and plans for 2017 including the band's ongoing search for a new HQ.

RESOLVED: That the Sidmouth Town Band report be noted.

80 Sidmouth Folk Week

Sidmouth Folk Week Director, John Braithwaite gave a comprehensive report on the 2016 Festival and plans for the future.

RESOLVED: That the Sidmouth Folk Week report be noted.

81 Sidmouth Health and Care Forum

At the Sidmouth Health and Care Forum in the summer, a task group had been established to consider the scale and needs of support required for young people who were self-harming in the Sid Valley. As a result of the work of the Task group and interim reports to the Forum, it was agreed to try and establish support as soon as possible and as local as possible to the young people in need. Mrs Di Fuller had forwarded a report which outlined what was needed in the short term, with the hope that the initial work with young people could be used to secure further long term funding with other partners.
It was hoped that in the short term Parishes Together funding could be used if Members were agreeable to support the work identified to get the project started.

RESOLVED: That Sidmouth Town Council would support the Pilot Project; subject to additional information with regard to the numbers and age range of the young people taking part in the project. Funding would be obtained either from the Parishes Together Fund or failing that the Woolley Bequest.

82 British Telecom – Public Payphone Removals

British Telecom had commenced a formal consultation process, regarding their current programme of intended public payphone removals, which would close on 28 November 2016. The consultation process gave the local community the opportunity to adopt a traditional red 'heritage' phone box (where applicable) and make them an asset that local people could enjoy and use. More information could be found at http://business.bt.com/phone-services/payphone-services/adopt-a-kiosk/
The public payphones that were scheduled for removal were:

- Temple Street, Sidmouth, EX10 9BN (Red Box)
- Court Hall Gardens, Sidbury Sidmouth, EX10 0RS (Red Box)
- Higher Brook Meadow, Sidford, Sidmouth, EX10 9SS
- Byes Lane, Sidford, Sidmouth, EX10 9QX

Councillor Hollick reported that an individual in Sidbury was interested in retaining the red phone box at Court Hall Gardens, Sidbury.

RESOLVED: That the Town Clerk would await any individuals/organisations to come forward with proposals to adopt the red phone boxes prior to their removal.

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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 17 October 2016 at 6.30pm

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

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

PART 'A'

83 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Town Clerk	87 Sidmouth Town Band	Personal	Left the Chamber during discussion and voting	Member of Sidmouth Town Band

84 Matters of Urgency or Report from the Chairman

- Councillor Barratt asked Members to consider assisting the Fortescue Residents Committee to purchase a bench seat by saving the VAT portion of the cost.

RESOLVED: that the Town Council would pay the VAT portion of the cost of purchasing a bench seat at Fortescue.

85 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.

86 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'

87 Budgets/Estimates

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

RESOLVED:

1) that the Notice boards and Fingerposts budget be renamed to Street Furniture and increased by £1,500 to enable the purchase of additional bench seats to be placed in the town.

2) that the budget for special grant funding to Sidmouth Town Band be increased to £4,000 in recognition of the value the band brings to numerous events in Sidmouth throughout the year.

3) that the Town Clerk raise a Parishes Together Funding bid for verge cutting and weeding throughout the town for the year 2017/18.

4) that a proposal to contribute 'match-funding' of £25,000 for the refurbishment of the Manstone Play Area be deferred until a later Council meeting when additional information would be available regarding Section 106 funding.

5) that a review of the Seafront Amenity Building finances and usage be carried out prior to the January 2017 budget meeting by the Member with Special Responsibility for Finance.

6) that the twinning of Sidmouth with Le Locle be discussed at a future Tourism & Economy committee meeting to consider any additional benefits that could be brought to Sidmouth and from twinning in general.

7) that potential asset transfers from both East Devon District Council and Devon County Council be discussed at a future Council meeting.

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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 5th October 2016

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

Apologies:- Marc Kilsbie
Dawn Manley
Simon Pollentine
Jeff Turner

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

208 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Michael Earthey	16/1975/FUL 49 Temple Street, Sidmouth, EX10 9BA	Personal Interest	Remained in the Chamber during discussion but did not vote.	Acquainted with the applicant.
Cllr John Rayson	16/1975/FUL 49 Temple Street, Sidmouth, EX10 9BA	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with the applicant.

209 Minutes

The Minutes of the Planning Committee meetings held on the 7th and 21st September 2016 were signed as a true and accurate record.

210 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.

211 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.

212 Matters of Report

The Planning Clerk reported that an email had been received regarding the refusal to fell Thuja tree T27 under application 16/1864/TRE.

RESOLVED: The Planning Clerk would respond on behalf of the Planning Committee explaining the decision.

Applications for consideration

213	16/1975/FUL *West Ward* Support	MRS NICOLA SMITH	49 TEMPLE STREET, SIDMOUTH, EX10 9BA Change of opening hours (previously restricted under permission 07/0766/COU) and alterations to existing frontage to provide entrance door and window.

214	16/2127/FUL *South Ward* Support	MR JOHN ARNATT	5 SIDLANDS, SIDMOUTH, EX10 8UE Erection of single storey extension to rear of bungalow, to main bedroom and lounge.
215	16/2302/FUL *South Ward*	MS TINA DAY	PRESTWOOD, COTMATON ROAD, SIDMOUTH, EX10 8SW Roof alterations including dormer window to front elevation and 2nd floor windows to North and South elevations.

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

- The design of the proposal would be out of keeping with the character of the area.
- The dormer window proposed would adversely affect the appearance of the dwelling.

216	16/1926/FUL *Sidbury Ward*	MR & MRS M BLAKEMORE	LAND SOUTH OF CROWPITS, COVERT PUTTS CORNER, SIDBURY Construction of stables, tack room and store room.

Support subject to the stables being tied to the main dwelling and their use restricted to equestrian related activities.

217	16/2181/FUL *Salcombe Regis* Support	MR & MRS WEST	7 MILLFORD AVENUE, SIDMOUTH, EX10 8DS Single storey kitchen extension.
218	16/2241/FUL *Primley Ward* Support	MR BEN CLAY	1 LOCKYER AVENUE, SIDMOUTH, EX10 9NU Two storey side extension, and single storey rear extension.
219	16/2288/FUL *Primley Ward* Support	MR K THOMAS	1 BRAMBLE CLOSE, SIDMOUTH, EX10 9XY New garage and sun terrace.
220	16/2146/FUL *East Ward* Support	REVEREND AND MRS J ROSE	LOWER FLAT, THE LITTLE PLACE, CHAPEL STREET, SIDMOUTH, EX10 8ND Internal alterations and replacement of door and windows at the rear.

221 Tree Exemption Reports

Peak Lodge, Cotmaton Road, Sidmouth

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

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

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 Lime with a minimum girth of 8-10 cms. This replacement tree will be covered by the existing Tree Preservation Order.

222 Unsupported Decisions

No Unsupported Decisions were received.

223 Appeals

No Appeals were reported.

224 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 19th October 2016

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

Apologies:- Matt Booth

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

225 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Kelvin Dent	16/0867/MFUL Green Close, Drakes Avenue, Sidford, EX10 9JU	Personal Interest	Remained in the Chamber during discussion but did not vote.	Chairman of Knowle Association
Cllr Simon Pollentine	16/2173/TCA Street Record, Beatlands Road, Sidmouth	Personal Interest	Remained in the Chamber during discussion and voting.	Arboretum Cttee member

226 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.

227 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.

228 Matters of Report

The Planning Clerk reported that Application 16/1948/FUL 49 Sidford High Street, Sidford, EX10 9SH Two storey side extension, had been withdrawn by the applicant.

Applications for consideration

229 16/1981/FUL RESIDENTIAL CARINAS NITECLUB, FORE STREET, SIDMOUTH, EX10 8AG
East Ward TRUST LTD Replacement of timber windows with double glazed upvc windows to front and side elevations of 1st and 2nd floor flats.

Support subject to the agreement of the Conservation Officer.

It was agreed that the local planning authority Conservation Officer would be invited to a future meeting of the planning committee to brief Members on the issue of UPVC windows in a Conservation area.

230 16/0834/LBC MRS 26 TEMPLE STREET, SIDMOUTH, EX10 9AY
North Ward LAMBERT Installation of new opening and door in front elevation and replacement rear entrance door. *Amended plans received relating to details of timber hardwood doors to front and rear.*

Support subject to the agreement of the Conservation Officer.

231 16/2290/FUL MR & MRS LOWER CHELSON FARM, SALCOMBE REGIS, SIDMOUTH, EX10 0PD
Salcombe Regis Ward POWELL The erection of a permanent agricultural dwelling and associated infrastructure.

Support subject to an agricultural tie being placed on the dwelling and on the land. Occupation of the dwelling should not take effect until the additional agricultural buildings granted with permissions 12/2347/FUL and 12/2438/FUL are in use.

232 16/0867/MFUL CHURCHILL GREEN CLOSE, DRAKES AVENUE, SIDFORD, SIDMOUTH,
Sidford Ward RETIREMENT EX10 9JU
LIVING Demolition of former residential care home and construction of 36 sheltered apartments including communal facilities, access, car parking and landscaping. *Amended plans received relating to revisions to elevations.*

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

- Members continued to have reservations regarding the proposed access from South Lawn which is a narrow road and in close proximity to the traffic junction at Sidford Cross.
- Members continued to be of the view that Sidmouth would benefit more from affordable housing on the site rather than additional sheltered accommodation.
- Members considered that any application should include either affordable housing on site or a financial contribution towards offsite affordable housing.
- Members noted that a contribution of £41,208.00 had been offered by the applicant towards affordable housing. Members expressed the view that this was an insult to the community of Sidmouth and urged the local planning authority not to accept the offer.
- Members continued to support the design of the proposed development to include the revisions to the elevations submitted by way of amended plans.

233 16/1659/FUL MR & MRS 87 SIDFORD HIGH STREET, SIDFORD, SIDMOUTH, EX10 9SA
Sidford Ward ALDAM Demolition of dwelling and construction of two detached houses, a detached garage and new access to the highway.

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

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

(3 letters of objection were received)

234 16/2331/FUL MR C 4 DRAKES AVENUE, SIDFORD, SIDMOUTH, EX10 9QY
Sidford Ward FITZHENRY Construction of single storey rear extension, dormer window to rear and alterations to windows on west elevation.

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

- The proposed design would be out of keeping with the character of the area.
- The proposed design would be detrimental to the street scene of the area and was contrary to the policy of local design and distinctiveness.

235	16/2380/AGR *Sidford Ward*	MR GARETH SMITH	LAND AT WAEVERS WOOD, BURSCOMBE LANE, SIDFORD, Proposed forestry tracks.

Support subject to the track being limited to forestry use only.

236	16/2347/FUL *South Ward* Support	MS MANDY PEARCE	GORSEWAY COTTAGE, GORSEWAY, CONVENT ROAD, SIDMOUTH, EX10 8RJ Single storey front and rear extensions, enlarged patio and new garden shed.

237 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)	16/2173/TCA *Salcombe Regis Ward* Works noted	SIDMOUTH ARBORETUM	STREET RECORD, BEATLANDS ROAD, SIDMOUTH T1, T3, T4, T5, T7 to T9, G1, T9a, G3, T11 and T13 to T16, Sycamore: Fell T6, Sycamore: Remove lowest west and east lateral branches. G2, Sycamore: Fell four stems retaining 200mm diameter stem adjacent to pole. Crown list to 5.5 metres over road. T10, Sycamore: Remove subdominant leading stem.
b)	16/2265/TCA *Salcombe Regis Ward* Works noted	MRS BIRMINGHAM	BYWAYS, HILLSIDE ROAD, SIDMOUTH, EX10 8JD T1, Ash: Prune low branches back from telephone cables to give 1 metres clearance. R1, Leyland cypress: Reduce height back to 1.8 metres. R2, Blackthorn and elm: Reduce to level with fence and remove front trees.
c)	16/2244/TCA *South Ward* Works Noted	SIR DAVID FISH	LIME PARC, BICKWELL VALLEY, SIDMOUTH, EX10 8SG T1, Pine: Fell.

238 Tree Exemption Reports

No Tree Exemption works were reported.

239 Unsupported Decisions

Planning Application 16/1194/FUL
St John, Cotlands, Sidmouth, EX10 8SP
Construction of hip to gable loft conversion and enlargement of existing front dormer.

Town Council	District Council
Supported	Refused

Planning Application 16/1559/FUL
Trenoweth, Coreway, Sidford, EX10 9SE
Raising of roof of garage to create first floor storage area and construction of attached garden store.

Town Council	District Council
Supported	Refused

240 Appeals

Planning Application 14/2994/FUL 19-20 Fore Street, Sidmouth, EX10 8AL.
Construction of a pair of semi-detached houses to replace studio flat in annexe.

The Planning Clerk reported that the Appeal had been dismissed.

241 Enforcement Letters

No Enforcement letters were received.

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CHAIRMAN OF THE PLANNING COMMITTEE

Sidmouth Town Council - Detailed Income and Expenditure Report
Month 6 - September 2016

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
Council Services				
Public Conveniences	0	0	28,000	28,000
Public Conveniences-Mtce Sidbury/Manstone	0	0	1,000	1,000
Flower Beds, Planters & Watering	2,814	11,741	16,000	4,259
Christmas Lighting & Events	4,500	4,000	8,800	4,800
Donation to Christmas Lighting (Income)	0	-500	-1,500	-1,000
Sidmouth Hopper Bus	5,915	21,200	8,000	-13,200
Donation to Hopper Bus (Income)	-8,915	-21,929	0	21,929
Noticeboards and Fingerposts	0	0	2,500	2,500
Sidmouth Information Centre	5,000	10,000	21,600	11,600
Drinking Fountain, Sidbury	0	24	250	226
Annual Report Printing/Distribution	0	630	700	70
War Memorials	0	0	630	630
Parish Paths Partnership Payments	0	397	0	-397
Parish Paths Partnership (Income)	0	-3,664	0	3,664
	£9,314	**£21,899**	**£85,980**	**£64,081**
Discretionary Expenditure				
Grants	0	12,000	12,000	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	2,000	2,000	0
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	65	1,000	935
Sand bags	0	0	1,000	1,000
Youth Service Support	0	15,000	30,000	15,000
Seagulls Management	0	0	2,500	2,500
Tourism Promotion Reserve	0	2,000	2,000	0
Website & Social Media Development/Support	1,000	1,500	2,000	500
Donation to use of Party Tent (Income)	-25	-25	0	25
Red Arrows Display	11,022	12,301	6,000	-6,301
Donation to Red Arrows Display (Income)	-11,851	-11,901	0	11,901
Neighbourhood Plan	1,065	8,373	12,500	4,127
Neighbourhood Plan Grants (Income)	0	-10,850	0	10,850
Transfer from Earmarked Reserves	-20,000	-20,000	-20,000	0
Woolley Bequest Payments	8,205	19,649	0	-19,649
Woolley Bequest (Income)	-50	-300	0	300
	-£10,634	**£59,812**	**£106,800**	**£46,988**

Sidmouth Town Council - Detailed Income and Expenditure Report
Month 6 - September 2016

Woolcombe House	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
Services Gas/Water/Elec	219	2,105	3,800	1,695
Woolcombe House Business Rate	2,904	5,808	5,800	-8
Woolcombe House (Loan Interest&Repayment)	0	7,444	14,890	7,446
Woolcombe House-General Maintenance	397	2,857	5,800	2,943
Woolcombe House Grounds	170	550	1,200	650
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
	£3,690	**£18,764**	**£40,240**	**£21,476**
Other Property				
Alma Lane Field	0	0	500	500
Alma Lane Field (Income)	0	0	0	0
Manstone Youth Centre	1,940	7,260	12,000	4,740
Manstone Youth Centre (Income)	0	-100	0	100
Manstone Sports and Play Areas	138	138	5,000	4,862
Long Park & Play Area	74	346	8,000	7,654
Other Additional Play Areas	0	0	10,000	10,000
Seafront Amenity Building	261	5,730	20,000	14,270
Stowford Community Centre	0	0	515	515
Conservatory Maintenance	130	595	1,000	405
Fire Beacon Stewardship (Income)	0	-3,338	0	3,338
Sidmouth Golf Club (Income)	0	0	-5	-5
Elec Pole Rent (Income)	0	-38	-35	3
	£2,543	**£10,593**	**£56,975**	**£46,382**
Trust Property – The Ham				
The Ham Ground Mtce	0	0	4,102	4,102
The Ham Other Mtce	540	1,862	2,500	638
The Ham Play Equipment	0	1,275	1,500	225
The Ham Reserve	0	0	2,000	2,000
The Ham 3Phase Power	494	1,199	500	-699
The Ham Rent (Income)	-730	-7,680	-8,125	-445
Manstone				
Manstone Land Ground Mtce	0	0	500	500
Manstone Other Maintenance	0	260	1,600	1,340
Manstone Reserve	0	0	2,000	2,000
Manstone Rent (Income)	-237	-475	-990	-515
Salcombe Regis				
S.R. Allotment Field Rent (Income)	0	0	-1	-1
S.R. Recreation Field (water)	0	109	250	141
S.R. Recreation Field Rent (Income)	0	0	-1	-1
	£67	**-£3,450**	**£5,835**	**£9,285**

Sidmouth Town Council - Detailed Income and Expenditure Report
Month 6 - September 2016

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
Members				
Members/Chairman's Allowances	0	4,649	5,500	851
Chairman's Expenses	0	0	2,000	2,000
Members Expenses/Training	0	242	1,000	758
Elections	0	0	3,000	3,000
Civic & Hospitality	0	302	1,000	698
Civic Regalia	0	0	2,500	2,500
Sale of Ties & Badges (Income)	0	-8	0	8
	£0	**£5,185**	**£15,000**	**£9,815**
Staff				
Salaries	7,335	44,029	90,000	45,971
Pensions	1,419	8,564	18,000	9,436
Staff Eye Tests	35	35	100	65
Training & Conferences	0	0	1,000	1,000
Officers Expenses	0	36	100	64
Tourism/Promotion Admin (Income)	0	0	-10,000	-10,000
Advert Planning Fees (Income)	0	0	0	0
	£8,789	**£52,664**	**£99,200**	**£46,536**
Office Expenses				
Postage	38	305	1,000	695
Stationery	65	600	1,500	900
Telephone	146	1,736	3,000	1,264
Subscriptions	0	1,879	2,000	121
Photocopier	473	914	1,500	586
Internet, website and webcams	180	330	500	170
Computer Software Contracts	143	732	1,200	468
Computer Maintenance Contingency	0	0	3,000	3,000
Advertisements	0	40	500	460
Audit	1,300	1,600	1,600	0
Insurance	0	6,039	5,600	-439
Sundry	54	778	1,200	422
Bank Charges	16	65	300	235
Bank Interest Received (Income)	-172	-791	0	791
	£2,243	**£14,227**	**£22,900**	**£8,673**

Sidmouth Town Council - Detailed Income and Expenditure Report
Month 6 - September 2016

Expense Group Totals	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
Council Services	9,314	21,899	85,980	64,081
Discretionary Expenditure	-10,634	59,812	106,800	46,988
Woolcombe House	3,690	18,764	40,240	21,476
Other Freehold Property	2,543	10,593	56,975	46,382
Trust Property	67	-3,450	5,835	9,285
Members	0	5,185	15,000	9,815
Staff	8,789	52,664	99,200	46,536
Office Expenses	2,243	14,227	22,900	8,673
Precept Received	-209,568	-419,135	-419,135	0
Council Tax Support Grant	-6,897	-13,795	-13,795	0
Net Income over Expenditure	**-£200,453**	**-£253,236**	**£0**	**£253,236**

Current/Deposit Bank Accounts	£747,422
of which	
Woolley Bequest	£35,830
Earmarked Reserves	£336,633

Dear Parish or Town Clerk,

ELECTORAL REVIEW OF EAST DEVON: WARDING ARRANGEMENTS

The Local Government Boundary Commission for England has formally commenced an electoral review of East Devon District Council. The purpose of this letter is to inform you of the review and seek your views on future ward boundaries for the council. I have also enclosed is a copy of the letter to the Chief Executive of East Devon District Council for further information.

The Commission is carrying out a review to deliver electoral equality for voters across the district. At present, some district councillors represent many more, or many fewer, electors than their colleagues elsewhere in the district. The review aims to correct those imbalances.

What is an electoral review?

The electoral review will recommend new electoral arrangements for East Devon District Council. In particular, it will propose:

- The total number of councillors elected to the council in the future.
- The number of wards.
- The number of councillors representing each ward.
- Ward boundaries.
- Names of wards.

For parishes, the review can recommend changes to the electoral arrangements of parish and town councils i.e. the number, names and boundaries of parish wards and the number of parish councillors for each parish ward. However, this is only in circumstances where the parished area is to be divided between wards. Even in these circumstances, the Commission will not normally recommend any change to the number of councillors to be elected to a parish or town council. The Commission has no power to consider changes to the external boundaries of a parish or the creation of new parishes.

When?

Today is the start of a ten-week public consultation during which the Commission is inviting proposals for new warding arrangements. The consultation will close on 5 December 2016. After considering all representations made during this consultation, the Commission intends to publish draft recommendations in February 2017. There will then be a further period of consultation on the draft recommendations. Final recommendations are expected to be published in June 2017. The new electoral arrangements will come into effect at the local elections in 2019.

How to get involved?

This is a public consultation and we welcome views from individuals and organisations across the district on where they think new ward patterns should be drawn.
The Commission is minded to recommend that 60 councillors should be elected to East Devon District Council in the future. It is now inviting proposals to help it draw up a pattern of wards to accommodate 60 district councillors.
In drawing up a pattern of electoral wards, the Commission must balance three criteria, which are set out in law, namely:

- To deliver electoral equality where each district councillor represents roughly the same number of electors as others across the district.
- That the pattern of wards should, as far as possible, reflect the interests and identities of local communities.
- That the electoral arrangements should provide for effective and convenient local government.

We are asking local people and organisations for their views as to the best pattern of wards for the district which meet the requirements set out above.

The Commission will treat all submissions equally and will judge each case on its merits and against the statutory criteria. If you wish to put forward a view, we would also urge you to ensure that your submission is supported by evidence. For example, if you wish to argue that two parishes should be included in the same electoral ward, make sure you tell the Commission why they should be together, providing evidence about community facilities, ties, organisations and amenities, rather than simply asserting that they belong together.

There is plenty more advice on our website about how you can get involved in the consultation and put your views forward. Log on to www.lgbce.org.uk to find out more. The website includes the technical guidance that explains the process and our policies as well as guidance on how to take part in each part of the process. We have set up a page on our site which is dedicated to the review of East Devon District Council where you can find all the relevant information.

You can also access interactive maps of the current ward boundaries across the district on our specialist consultation portal. The portal also allows you to draw your own boundaries, mark areas of interest on the map and upload documents directly to the site. Log on to www.consultation.lgbce.org.uk to access the portal or find it via our main website.

Get in touch

We encourage as many people and organisations as possible to get involved with the consultation and we encourage local organisations and parish councils to engage their local networks and communities in the review.

View interactive maps of the county, draw your own boundaries and have your say at our specialist consultation portal at: www.consultation.lgbce.org.uk.

Find out more about the review at: www.lgbce.org.uk.

Email your views to: reviews@lgbce.org.uk.

Follow us on Twitter at: @lgbce.

Write to: Review Officer (East Devon)
Local Government Boundary Commission for England
14th Floor Millbank Tower
Millbank
London
SW1P 4QP

This phase consultation closes on 5 December 2016. We will write to you again when we open our consultation on draft recommendations.

Please note that the interests of transparency, copies of the all representations we receive during this review will be placed on our website. We remove any personal identifying information such as signatures and private residential addresses prior to placing any submissions in the public domain.

Yours sincerely

Mark Cooper
Review Officer
Reviews@lgbce.org.uk
0330 500 1525

Wards in East Devon

Name of ward	Cllrs	Electorate 2014	Variance 2014
Axminster Rural	1	1,966	12.8%
Axminster Town	2	3,415	-2.0%
Beer and Branscombe	1	1,478	-15.2%
Broadclyst	2	4,729	35.6%
Budleigh	3	4,835	-7.5%
Clyst Valley	1	1,873	7.5%
Coly Valley	2	3,686	5.7%
Dunkeswell	1	1,590	-8.8%
Exe Valley	1	1,517	-13.0%
Exmouth Brixington	3	4,819	-7.8%
Exmouth Halsdon	3	5,142	-1.7%
Exmouth Littleham	3	5,643	7.9%
Exmouth Town	3	4,379	-16.3%
Exmouth Withycombe Raleigh	3	5,163	-1.3%
Feniton and Buckerell	1	1,738	-0.3%
Honiton St. Michael's	3	5,020	-4.0%
Honiton St. Paul's	2	3,563	2.2%
Newbridges	1	1,955	12.2%
Newton Poppleford and Harpford	1	1,681	-3.6%
Otterhead	1	1,766	1.3%
Ottery St. Mary Rural	2	3,302	-5.3%
Ottery St. Mary Town	2	3,716	6.6%
Raleigh	1	1,591	-8.7%
Seaton	3	5,827	11.4%
Sidmouth Rural	1	1,840	5.6%
Sidmouth Sidford	3	5,190	-0.8%
Sidmouth Town	3	4,442	-15.1%
Tale Vale	1	1,892	8.5%
Trinity	1	1,988	14.0%
Whimple	1	1,846	5.9%
Woodbury and Lympstone	2	3,343	-4.1%
Yarty	1	1,908	9.5%

Number of Wards > 10%	9	% Wards > 10%	28 %
Number of Wards > 20%	1	% Wards > 20%	3 %
Number of Wards > 30%	1	% Wards > 30%	3 %
Number of Wards > 40%	0	% Wards > 40%	0 %
Overall no of single-member wards	15	Overall number of wards	32
Overall number of 2-member Wards	7	Overall number of Councillors	59
Overall number of 3-member Wards	10	Overall Electorate	102,843
		Overall Electors per Councillor	1,743
Overall Outlier (+)	35.6%	Overall Outlier (-)	-16.3%