



SIDMOUTH TOWN COUNCIL

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To: All Members of the Town Council
Town Clerk

20 December 2019

Dear Sir/Madam,

**Meeting of Sidmouth Town Council
in its Capacity as Trustee
Monday 6 January 2020
on the rising of the Council Meeting**

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

AGENDA

	<u>Page/s</u>
<u>PART 'A'</u>	
1 Apologies To receive any apologies for absence.	
2 Minutes To confirm the minutes of the Trustee Meeting held on Monday 2 December 2019.	3 – 4
3 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.	
4 Matters of Urgency To consider any items that in the opinion of the Chair should be dealt with as matters of urgency because of special circumstances. (Note: such circumstances need to be recorded in the minutes)	
5 Exclusion of the Public To agree any items to be dealt with after the public (including the press) have been excluded. There is one item which the Town Clerk recommends should be dealt with in this way.	

	Page/s
6	
	Manstone Recreation Ground – Presentation from Sidmouth Town AFC
	Andy Argyle, Sidmouth Town AFC, will attend the meeting to give a presentation regarding its proposals for the development of the football ground in line with the FA requirements for its level of football. See attached report.
	5 – 7
7	
	Use of The Ham – Sidmouth Folk Festival
	Jason Knight, General Manager has written to formally request use of The Ham for the 2020 Sidmouth Folk Festival. Access would be required from 18 July to 12 August to include build and take down periods. The event runs from 31 July to 7 August and hours of operation are 9.30am to 11.00pm each day.
8	
	Exclusion of the Public and Press
	The Vice-Chairman of the Council to move the following: “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’
9	
	Fisherman’s Sheds
	To consider the attached copy letter received from the Town Council’s solicitor and future letting of Shed no 4.
	8 – 12

SIDMOUTH TOWN COUNCIL
Minutes of the meeting of Sidmouth Town Council
in its Capacity as Trustee
held at the Council Chamber, Woolcombe House, Sidmouth
on Monday 2 December 2019
on the rising of the Council Meeting

Ward	Councillors Present:
Sidmouth North	Charissa Evans Stuart Hughes Jenny Ware
Sidmouth South	Denise Bickley Kelvin Dent Chris Lockyear Paul Wright (Vice-Chair)
Sidmouth East	Louise Thompson
Sidmouth West	Louise Cole
Primley	Deirdre Housom Emma Murdoch Jeff Turner
Sidford	Jack Brokenshire Marianne Rixson
Salcombe Regis	Ian Barlow (Chair)
Apologies:	David Barratt, John Loudoun, Dawn Manley, John Rayson

The meeting started at 7.20pm and finished at 7.25pm.

PART 'A'

23 Minutes

The minutes of the Trustee meetings held on Monday 7 October 2019 were signed as a true and accurate record subject to an amendment stating that Councillor Cole left the Chamber during discussion and voting of items 6 and 10, for which she had given a Declaration of Interest.

24 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Kelvin Dent	25 Hope Cottage – Extension and Alterations	Personal	Remained in the Chamber during discussion and voting	Member of the SVA
Cllr Jeff Turner	25 Hope Cottage – Extension and Alterations	Personal	Remained in the Chamber during discussion and voting	Member of the SVA

25 Hope Cottage – Extension and Alterations

Sidmouth Town Council, acting as Trustee, gave an ‘in principle’ permission to the Sid Vale Association, as tenant of Hope Cottage (Sidmouth Museum), to carry out alterations to provide improved toilets and disabled facilities, on 20 May 2019. Following the passage of both Planning Permission and Listed Building consents through Sidmouth Town and East Devon District Council’s Planning Committees, the Trustee was recommended to resolve to grant consent for these alterations.

RESOLVED: That formal permission be granted to the Sid Vale Association to carry out the alterations to provide improved toilets and disabled facilities in accordance with the approved Planning Permission and Listed Building consents.

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CHAIR OF THE COUNCIL

Briefing Paper - Proposals for meeting FA ground-grading regulations at Manstone Park, Sidmouth.

Background.

Over recent years Sidmouth Town AFC has maintained a policy of club development in close consultation with its landlords, Sidmouth Town Council.

The club has continued to grow in both stature and prominence within local and county-wide league football circles and this has necessitated conforming with the standards set for hosting games and providing facilities and infrastructure as set out in FA and League regulations.

Many of these relate to Health and Safety considerations in providing and managing a venue and viewing access to sporting activities for the general public.

As of season 2019-20 the club has once again progressed and now plays football at the NLS Step 6 standard equating to FA National Ground Grading Category 'G'. The club is required, within two years, to fully comply with and have put in place structural aspects of the football ground proper to the Step 6 level of football. This will apply to any features of the ground which are or may be unsatisfactory or deficient under the standards set. The completion of this work is limited by time.

In order for the club to be able to meet the requirements laid down, additional work to the ground should now commence to ensure that the qualifying benchmarks are met within the deadline specified.

Proposals.

The following proposals comprise the club's wish and intention to comply with the FA ground grading structure and rules by making the following improvements:

1. Provision of seated spectator accommodation by way of a covered stand for up to 100 occupants situated adjacent to the south side of the playing area. The stand will be constructed of materials as recommended by suppliers and the structure will rest on a concrete 'raft'. During periods of inactivity the stand will be closed off by way of lockable grills. Seating arrangements will include wheelchair access and space in accordance with FA recommendations affording safety and good visibility for spectators. (Mandatory)
2. In order to allow the new stand to be built the existing 'open' stand will be dismantled to provide the necessary space.
3. In order to gain additional space and to position the new spectator stand to best effect it is proposed that the removable dugouts and the managers technical areas be relocated to the half-way line on the north side of the playing area, closer and more conveniently situated to the clubhouse and dressing rooms.
4. Spectator tarmac hard-standing to be provided along the western (Lidl) end of the playing area behind the existing spectator railings. (Mandatory)
5. Construct demountable railings at the eastern end of the pitch in place of a rope barrier thus better defining the playing area, ensuring spectator and player safety whilst continuing to allow unfettered access to the pitch when needed (including vehicular and mower access).
6. To prevent the continual disturbance/retrieval from and/or loss of footballs to adjacent private gardens install a wire mesh goal-stop at the eastern end of the pitch similar to that erected at the western (Lidl) end of the pitch as part of the general additions and improvements to the ground's facilities.

7. Renew the existing pitch drainage system to enable the Football Club to meet its obligations to host fixtures during periods of prolonged wet weather and in order that matches are played as scheduled thus ensuring fixture congestion at the end of the season is avoided.
8. With regard to point 7 above, to enter into discussions with the Town Council and the Skatepark Developer to explore ways in which the proposed alterations to the Skateboard Park and the need for the club to replace the existing pitch drainage system can be synchronised and dovetailed. To meet the challenge of removing excess water efficiently from these two sites and maintaining both assets in good condition, a compatible drainage infrastructure will provide a practical solution. This, together with any shared costs would defray and make better use of the allocated budget whilst additionally deliver on-going benefits for community charge payers, skate-boarders and park users alike.

Considerations.

The Football Club retains a lease on the clubhouse and its environs until 2062.

The Club has been in existence since the early part of the last century and historically has played its football at Manstone Park for generations.

The Club currently undertakes, at its own expense, the maintenance of the football playing area and the surrounding grassed areas under an agreement with the Town Council and will continue to do so. These arrangements result in shared benefits for both parties and in addition, the general public continue to have access to and enjoyment of a recreational park area maintained to the highest standards by the club groundsmen.

The football club is a committee-run members club offering a focal point for football in the Town and locality. The club continues to abide by the conventions of good operational management and considerate conduct towards its neighbours, the community and others.

Undertakings.

- Any ground improvement work done will be carried out to the required standard and conform to current legislation and regulation covering the activities.
- The club will finance (or seek funding) for the ground improvements and will work to a schedule agreed with the Town Council regarding the time-tabling and completion of the work.
- Any improvements requiring permissions or planning consent will be observed by the Club who will undertake to provide information and complete any documentation on request.
- Ongoing communication with the Town Council and other key stakeholders will be maintained by the club in the interests of efficiency and timely completion of the work.
- The Club will undertake to inform the Town Council of any interim or final review and recommendations made by the FA Ground grading officials.
- The support of the Town Council and its Members will be formally recognised by way of an official 'opening' ceremony to mark the successful completion of the improvements - arranged by the club to which Council members, FA and League officials, the press and others will be invited.

Andy Argyle
Club Development Team Leader
Sidmouth Town AFC.

