



SIDMOUTH TOWN COUNCIL

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To: All Members of the Town Council
Town Clerk

1 June 2021

For information:
District Councillor for Sidmouth not on the Town Council

Dear Sir/Madam,

Meeting of Sidmouth Town Council Monday 7 June 2021 at 6.30pm

You are hereby summoned to attend the above meeting to be held at **All Saints' Church Hall, 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.

Due to the current COVID-19 guidance and rules, attendance by elected Members and the public will only be permitted in line with social distancing measures, including the wearing of face masks by all.

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 Annual Council meeting of the Town Council held on Monday 17 May 2021.	4 – 7
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 or Report from the Chair 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 are no items which the Clerk recommends should be dealt with in this way.

6 **Public Open Question Time**

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

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 Town Clerk and Councillor concerned of questions to be raised. This arrangement is in place to enable a considered response at the meeting. The Chair of the Council has the right and discretion to control questions to avoid disruption, repetition and to make best use of the meeting time.)

7 **Police Report**

To receive the May 2021 Police Report.

(Members are asked to notify the Town Clerk of questions to be raised in advance of the meeting where possible.)

8 **Working Group Reports**

8.1 Planning Working Group Reports

To receive the reports of the Planning Working Group meetings held on Wednesdays 12 and 26 May 2021.

8 – 14

8.2 Environment Working Group Report

To receive the report from the Environment Working Group meeting held on Monday 28 April 2021.

15 -17

8.3 Tourism & Economy Working Group

a) To receive an update, if appropriate, from the Chair of the Tourism & Economy Working Group.

b) To note that Councillor Hughes wishes to be removed from the Tourism & Economy Working Group.

8.4 Council Resources Review Working Group

To receive an update, if appropriate, from the Chair of the Council Resources Working Group.

8.5 Other Reports from Working Groups

To receive any notified reports from Chairs of Working Groups, if required.

9 **Reports from Members with Special Responsibilities**

9.1 Finance Report

To receive the Finance Report for April 2021.

18 – 21

9.2 Other Reports from Members with Special Responsibilities

To receive other notified reports from other Members.

10 **EDDC Events at Connaught Gardens**

Sidmouth Town Council has been asked for its views on Paul Taylor-Mills use of Connaught Gardens, see attached copy emails for background information.

22 – 23

Venues for future Council meetings:

5 July – Sidbury Village Hall

9 August to 6 December – Methodist Church Hall

SIDMOUTH TOWN COUNCIL
Minutes of the Annual Meeting of Sidmouth Town Council
held at Sidford Social Hall, Sidford, Sidmouth,
on Monday 17 May 2021 at 6.30pm

Ward	Councillors Present:
Sidmouth North	Stuart Hughes Jenny Ware
Sidmouth South	Denise Bickley Chris Lockyear (Vice Chair) Hilary Nelson Rachel Perram
Sidmouth East	Steven Kendall-Torry
Sidmouth West	Louise Cole
Primley	Deirdre Hounsom Emma Murdoch Jeff Turner
Sidford	Jack Brokenshire Marianne Rixson
Sidbury	John Loudoun
Salcombe Regis	Ian Barlow (Chair) Richard Thurlow
Apologies:	Kelvin Dent, Charissa Evans, Dawn Manley

The meeting started at 6.30pm and finished at 7.50pm.

PART 'A'

1 Election of the Chair of the Council

It was proposed by Councillor Lockyear and seconded by Councillor Hounsom that Councillor Barlow be elected to the position of Chair of Sidmouth Town Council for the forthcoming year. There being no other nominations; Councillor Barlow was duly elected Chair of Sidmouth Town Council for the forthcoming year.

Councillor Barlow read aloud and signed the Chair's Declaration of Acceptance of Office.

2 Appointment of the Vice Chair of the Council

It was proposed by Councillor Cole and seconded by Councillor Bickley that Councillor Lockyear be appointed Vice Chair of Sidmouth Town Council for the forthcoming year. There being no other nominations; Councillor Lockyear was duly appointed Vice Chair of Sidmouth Town Council for the forthcoming year.

Councillor Lockyear read aloud and signed the Vice Chair's Declaration of Acceptance of Office.

3 Minutes

The minutes of the meeting of the Town Council held on Monday 19 April 2021 were signed as a true and accurate record, with the amendment that Councillor Murdoch had not been in attendance at that meeting.

4 Declarations of Interest

There were no Declarations of Interest received for items on the agenda.

5 Matters of Urgency or Report from the Chair

Members noted the results of the recent by-elections for East, Salcombe Regis and South Wards.

6 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.

7 Public Open Question Time

- Cllr Rixson raised a question regarding the problem of blocked drains in the town. County Cllr Hughes replied that all the problematic gullies would be cleared shortly using a jetting machine. The Chair reminded Members that they should always use the County Council’s website to report any blocked drains first to ensure that these would be added to the ongoing list for clearance work.

8 Police Report

In the absence of PC Rob Clatworthy, the Town Clerk presented the April 2021 police report.

9 Committee/Working Group Membership

RESOLVED: that nominations for the Working Groups as listed, be approved with the following appointments and additions:

Planning Working Group – Chair Cllr Dent and Vice Chair Cllr Turner
– Add Cllr Perram

Tourism & Economy Working Group – Chair Cllr Cole and Vice Chair Cllr Hounsom
– Add Cllrs Nelson and Thurlow
– Remove Cllrs Bickley and Rixson

Tourism & Economy Advisory Group

Environment Working Group – Chair Cllr Bickley and Vice Chair Cllr Lockyear
– Add Cllr Perram

Youth Provision Working Group/New Youth Centre Working Group
– Add Cllr Bickley

Council Resources Review Working Group

Parish Paths Partnership Working Group (P3)

Emergency Working Group

Section 106 and CIL Working Group

Knowle Gardens Maintenance Working Group

Past Chairs and Personnel Working Group

10 Members with Special Responsibilities

RESOLVED: that list of nominations for Members with Special Responsibilities be approved.

11 Representatives on Outside Bodies

RESOLVED: that the list of nominations for Town Council representatives on outside bodies be approved, with the addition of Cllr Murdoch as representative for the Norman Lockyer Observatory Management Committee.

12 Annual Subscriptions

The following subscriptions were considered and approved for renewal:

	<u>2020/21 figures</u>
Devon Association of Local Councils	£1,401
Society of Local Council Clerks	£ 196
South West Councils	£ 428

Information Commission	£ 35
International Tree Foundation	£ 25
Campaign to Protect Rural England	£ 10

13 Register of Members' Interests and Register of Gifts and Hospitality

Members were reminded to update their registers in respect of Members' Interests and gifts/hospitality, if necessary.

14 Members' Allowances

Members were reminded to notify the Town Clerk if they were not claiming a Members' Allowance; otherwise, bacs payments would be made for 2021/2022.

15 Council Property

Members noted that the Deeds and Trust documents in the custody of the Town Council were available for Members' inspection on request to the Town Clerk.

16 Standing Orders 2021

Members noted and confirmed the Sidmouth Town Council's Standing Orders., with the following two sections amended to read:

Section 3.h. In accordance with standing order 3(e) above, a question asked by a member of the public during a public participation session at a meeting shall not give rise to a debate or require an immediate response.

Section 3.k. A person shall raise their hand when requesting to speak.

17 Financial Regulations

Members noted and confirmed the Sidmouth Town Council Financial Regulations as updated July 2020 and confirmed by Council August 2020 minute number 140.

Cllr Lockyear as Member with Special Responsibility for Finance would consider the need for an Investment Strategy and Policy, as stated in Section 8.5.

18 Internal Audit

Members noted and confirmed the Sidmouth Town Council Internal Audit Schedule 2021.

19 Risk Assessment

Members noted and confirmed Sidmouth Town Council's Risk Assessment 2021.

20 Committee/Working Group Reports

20.1 Planning Committee and Working Group Reports

Councillor Turner, Vice Chair of the Planning Committee, presented the reports of the Planning Committee meetings held on Wednesdays 14 and 28 April 2021.

RESOLVED: That the Planning Committee reports be noted.

20.2 Environment Committee and Working Group Report

Councillor Bickley reported that the Environment Committee had recently been involved in the Life on the Verge initiative, Tree Week and a forthcoming beach clean.

RESOLVED: that the Environment Committee and Working Group report be noted.

20.3 Tourism and Economy Working Group Report

Councillor Cole reported that the refurbishment of the TIC was nearly complete with an anticipated reopening date of the Bank Holiday weekend at the end of May. The tender documents for the play parks at The Ham and Long Park had been published. The Tourism Advisory Working Group was creating a poster campaign to encourage a return to Responsible Tourism following the recent lifting of many of the Covid restrictions and it was holding regular meetings with local accommodation providers.

RESOLVED: that the Tourism and Economy Working Group report be noted.

21 Reports from Members with Special Responsibilities

21.1 Finance Report

Councillor Lockyear presented the Finance Report for the year ending 31 March 2021 together with a breakdown of Earmarked Reserves, Holding/Working Accounts and Other Reserves as at 31 March 2021.

RESOLVED: that the Finance Report for the year ending 31 March 2021 and breakdown of Earmarked Reserves, Holding/Working Accounts and Other Reserves at 31 March 2021 be noted and agreed.

22 Annual Return – Internal Audit Report 2020/21

The Council’s Internal Auditor, Mr. Martin Cordy, had undertaken the audit of the Council’s accounts. Attached with the agenda was a copy of Mr Cordy’s letter and Internal Audit Report for Members consideration.

RESOLVED: that the Internal Auditor Report be noted and agreed.

23 Annual Return – Governance Statement 2020/21

Members were asked to consider and approve the Annual Governance Statement as this would require completion prior to signing.

RESOLVED: that the Annual Governance Statement be approved and agreed for signing by the Chair and Town Clerk.

24 Annual Return – Accounting Statements 2020/21

Members were asked to consider and approve the Accounting Statements which had been duly certified and signed by the Town Clerk/RFO. Following approval by the Council, the Accounting Statement would be signed by the Chair.

RESOLVED: that the Statement of Accounts be noted and agreed for signing by the Chair.

25 List of Meeting Dates

Members were asked to note the list of meeting dates. The Town Clerk reported that the June Council meeting would be held at the All Saints’ Church Hall, Sidmouth.

RESOLVED: that the list of meeting dates be noted.

26 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’

27 The Arches (East) Lease

Members were asked to consider and approve a lease for The Arches (East).

RESOLVED: that lease for The Arches (East) be noted and agreed.

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CHAIR OF THE COUNCIL

**Matters considered by
Sidmouth Town Council's Planning Committee
held on Wednesday 12 May 2021**

(Due to the current COVID-19 situation, the Planning Committee met virtually
as authorised by the Regulations set out in Clause 78 of the Coronavirus Act 2020.)

Councillors present: Kelvin Dent (Chair)
Jeff Turner (Vice-Chair)
Ian Barlow
John Loudoun
Jenny Ware
Deidre Hounsom

The meeting started at 10.00 am and finished at 11.20 am.

647 Declarations of Interest.

All Cllr's	21/1096/FUL 1 Highfield, Sidmouth, EX10 8XA	Personal Interest	Remained in the meeting during discussion and did vote.	Applicant has carried out work for Sidmouth Town Council.
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648 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.

649 Minutes

Agreed and delegated to the Chair of the Planning Committee to sign as a true and accurate record, the Minutes of the Planning Committee meeting of 28 April 2021.

650 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.

Urgent items or Amended Plans Received After Formulation of the Agenda.

None reported

Applications for consideration

651 21/1083/FUL Mr B Male 113 High Street, Sidmouth, EX10 8LB. Conversion of the rear of 113 East Ward High Street from commercial offices into two dwellings.

SUPPORT

Note: Members would like to see all newly converted accommodation to be permanently occupied and not used as 2nd homes.

652 21/0778/PDO GMUW Ltd 40 - 42 High Street, Sidmouth, EX10 8EB. Prior approval for change of use of upper floors from offices to three flats (Use Class C3).

SUPPORT Note: Members would like to see all newly converted accommodation to be permanently occupied and not used as 2nd homes.

653 21/0960/FUL Mr S 6 Church Street, Sidmouth, EX10 8LY. Conversion and extension of outbuildings to create flat and part of ground floor to form office, store and integral lobby to proposed upper floor accommodation. Alterations to Chapel Street elevation to reinstate window.

SUPPORT Note: Members would like to see all newly converted accommodation to be permanently occupied and not used as 2nd homes.

654 21/0961/LBC Mr S 6 Church Street, Sidmouth, EX10 8LY. Conversion and extension of
East Ward Hayman outbuildings to create flat and part of ground floor to form office,
store and integral lobby to proposed upper floor accommodation
and associated external and internal works. Alterations to Chapel
Street elevation to reinstate window. Internal works at first and
second floor levels in conjunction with conversion to form 2no flats.

SUPPORT subject to the views of the Conservation Officer.

655 21/0980/FUL Rowe Lower Buckley, Bridge Street, Sidbury Sidmouth, EX10 0RY.
Sidbury Ward Construction of single storey extension.

SUPPORT

656 21/1132/FUL Mr & Mrs Land to The Rear of Trow View, Two Bridges Road, Sidford,
Sidford Ward Paley Sidmouth, EX10 9PL. Construction of two detached dwellings and
private driveway on land to rear of Trow View.

SUPPORT

657 21/1096/FUL Mr May 1 Highfield, Sidmouth, EX10 8XA. Single storey garage.
South Ward

UNABLE TO SUPPORT

Members were unable to support this application for the following reasons.

- This application would contravene Policy 7 of the Sid Valley Neighborhood Plan. (Local Distinctiveness)
- The proposed changes would be out of keeping with the rest of the area.

658 21/0172/FUL Mr & Mrs D Silverdale, Bickwell Valley, Sidmouth, EX10 8SG. The erection of a
South Ward Chambers new 4 bedroom detached dwelling with detached garage in
replacement of the existing dwelling.

SUPPORT

Note: Members suggested that the garage be legally tied to the main house.

659 Trees in Conservation Areas

To note the following proposed works.

660 21/0895/TCA Mrs Olivia Waterpark Cottage, Convent Road, Sidmouth, EX10 8RD. Eucalyptus
South Ward Tatton- in neighbouring garden; remove large stem overhanging garden and
Brown telephone wire.

WORKS NOTED

661 21/0828/TCA Mr Paul 8 Fairlawn Court, Sidmouth, EX10 8UR. Norway Maple: Fell due to
South Ward Satterly causing structural damage to nearby wall.

DEFER

662 21/1014/TCA Mrs A 1 Sidleigh, Sid Road, Sidmouth, EX10 9DE. Reduction and shaping of
Salcombe Charnock cherry tree by up to 1.2 metres to leave a finished height of approx.
Regis Ward 3.7 metres. Eucalyptus, remove lowest first order branch over grass,
reduce first order branch over drive by up to four metres, remove
two branches overhanging Sidleigh. See attached photos.

DEFER

663 21/1015/TCA Mrs A 1 Sidleigh, Sid Road, Sidmouth, EX10 9DE. Reduce height of three
Salcombe Charnock golden Lawson cypress on southern boundary of 1 Sidleigh by up to
Regis Ward 1.2 metres to same level as in 2015 ref: 15/1684/TCA

DEFER

- 664** 21/0859/TCA Mrs Budd Little Myrtle, Millford Road, Sidmouth, EX10 8DP. T1, Holly: remove Salcombe two main stems to lower young growth. T2, Spindle: reduce second Regis Ward and third order branches by approximately 0.5m.

WORKS NOTED

665 Tree Preservation Orders

(a) Notification of any new Tree Preservation Orders

None reported.

(b) Notification of any works which constitute an exemption to a Tree Preservation Order

Tree works considered an exception to the Conservation Area Legislation 21/1183/PRETDD The Occupier Broadway Cottage Broadway Sidmouth EX10 8RQ.

(c) Applications for trees covered by a Tree Preservation Order

- 666** 21/0873/TRE Mr Ian Littleton, Cotmaton Road, Sidmouth, EX10 8SW. T1, Lime : Remove South Ward Knobbs three boughs overhanging Cunningham Lane and driveway of Littleton Reason: branches are constantly falling on driveway and parked vehicles also falling into public pathway where public could be injured by falling branches.

DEFER

- 667** 21/0911/TRE Mrs Sparks Weir Lodge, Millford Road, Sidmouth, EX10 8DP. T1 - Monterey Salcombe Cypress To reduce low lateral branches growing toward the Regis Ward property to achieve a 3 metre clearance from the building. Pruning cuts of up to 75mm To remove low split branch overhanging the garage. To crown lift second and third order branches over garage to achieve a 3 metre clearance. Pruning cuts of up to 75mm. To reduce extended limbs so as to fall in line with the rest of the crown. Pruning cuts of up to 75mm. This work is in order to prevent damage occurring to the adjacent buildings by rubbing or falling limbs and also improving the form/aesthetics of the tree.

APPROVED

668 Appeals

APP/U1105/D/21/3268793 Mr & Mrs Hignett: LOCATION: Greystones Salcombe Regis Sidmouth EX10 0JQ. PROPOSAL: Construction of two storey side extension, incorporating first floor extension to existing single storey rear lean-to, and single storey front extension. Removal of existing garden buildings.

669 Enforcement Letters

No Enforcement letters were received.

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CHAIR OF THE PLANNING COMMITTEE

**Matters considered by
Sidmouth Town Council's Planning Working Group
held on Wednesday 26 May 2021**

(Due to the current COVID-19 situation, the Working Group met virtually
as authorised by the Regulations set out in Clause 78 of the Coronavirus Act 2020.)

Councillors present: Kelvin Dent (Chair)
Jeff Turner (Vice-Chair)
Ian Barlow
John Loudoun
Jenny Ware
Deidre Hounsom
Steven Kendall-Torry
Denise Bickley

Apologies Rachel Perram and Chris Lockyear

The meeting started at 10.00 am and finished at 11.30 am.

670 Declarations of Interest.

Cllr Jenny Ware and	21/0781/MFUL North Ward. Sidmouth C of E Primary School, Manstone Avenue, Sidmouth EX10 9TJ.	Personal Interest	Remained in the meeting during discussion and voted	Lives within the application area.
Cllr Denise Bickley	21/0781/MFUL North Ward. Sidmouth C of E Primary School, Manstone Avenue, Sidmouth EX10 9TJ.	Disclosable pecuniary Interest	Not on Committee and remained in the meeting during discussion but did not vote.	Works for the applicant and lives within the application area
Cllr John Loudoun	21/1258/FUL Sidbury Ward. Woodlands, Higher Greenhead, Sidbury EX10 ORP.	Personal Interest	Remained in the meeting during discussion and voted	Acquainted with the applicants.

671 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.

672 Minutes

Agreed and delegated to the Chair of the Planning Committee to sign as a true and accurate record, the Minutes of the Planning Committee meeting of 12 May 2021.

673 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 minute 230 of Council, 19 April 2021 and with schedule 16 of the Local Government Act 1972.

Urgent items or Amended Plans Received After Formulation of the Agenda

674 21/0828/TCA Mr Paul 8 Fairlawn Court, Sidmouth, EX10 8UR. Norway Maple: Fell due to causing structural damage to nearby wall.
South Ward Satterly

WORKS NOTED

675 21/1014/TCA Mrs A 1 Sidleigh, Sid Road, Sidmouth, EX10 9DE. Reduction and
Salcombe Regis Charnock shaping of cherry tree by up to 1.2 metres to leave a finished
Ward height of approx. 3.7 metres. Eucalyptus, remove lowest first
order branch over grass, reduce first order branch over drive by
up to four metres, remove two branches overhanging Sidleigh.
See attached photos.

WORKS NOTED

676 21/1015/TCA Mrs A 1 Sidleigh, Sid Road, Sidmouth, EX10 9DE. Reduce height of
Slacombe Regis Charnock three golden Lawson cypress on southern boundary of 1 Sidleigh
Ward by up to 1.2 metres to same level as in 2015 ref: 15/1684/TCA

WORKS NOTED

677 21/0873/TRE Mr Ian Littleton, Cotmaton Road, Sidmouth, EX10 8SW. T1, Lime :
South Ward Knobbs Remove three boughs overhanging Cunningham Lane and
driveway of Littleton Reason: branches are constantly falling on
driveway and parked vehicles also falling into public pathway
where public could be injured by falling branches.

THIS IS A 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:

1. (i) Crown reduction to aforementioned northern limb, reducing a maximum of 2m in branch length. Maximum diameter of cuts: 75mm
- (ii) Crown lifting the northern aspect of the lower crown to a maximum of 5m above ground level. Maximum diameter of cuts: 50mm
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.)
3. The works hereby consented to shall be carried out in accordance with British Standard 3998: 2010 (Tree Work - Recommendations). (Reason - In the interests of amenity and to ensure the works are carried out in a satisfactory manner.)

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

1. To remove three boughs overhanging Cunningham Lane and driveway of Littleton Reason: The proposed works within this application are considered unsubstantiated, and lesser works are recommended which are considered arboriculturally appropriate management to preserve the amenity and health of the tree.

Applications for consideration

678 21/1036/LBC Michelle Bartlett Flat 2, Barton House, Barton Close, Sidmouth, EX10 8NL.
East Ward Replace external door with window on north west elevation;
reconfigure bedroom to create bedroom with ensuite and
rooflight and a kitchen including the removal and
construction of walls and doors; reconfigure bathroom to
create separate w/c; new door leading into conservatory;
block up existing door and create new door opening into
living room and create opening from kitchen into living room.

SUPPORT subject to the views of the Conservation Officer.

679 21/0992/FUL Mr John Jacques 27 Mill Street, Sidmouth, EX10 8DW. Construction of single
East Ward storey rear extension with raised terrace and provision of
cladding.

SUPPORT

Note: Members would not like to see the cladding and have concerns about overlooking with the neighbours

- 680** 21/0633/LBC Mr Adam Tudor Cottage, Chapel Street, Sidmouth, EX10 8ND.
East Ward Marston-Price Re-slate front and rear elevations and replace fascias, guttering and downpipes on front and rear elevations.

SUPPORT subject to the views of the Conservation Officer.

- 681** 21/0781/MFUL Chief Operating Sidmouth C of E Primary School, Manstone Avenue, Sidmouth
North Ward Officer Carol EX10 9TJ. Demolition of existing buildings to west of play
Chapman area and construction of a new hall, staffroom, ancillary accommodation and learning resource area; Refurbish part of the existing building creating an additional classroom; Construction of a new two storey accommodation block to the south of play area; Construct a new library to the east of the play area; New Multi Use Games Area (MUGA) with a 3G surface. *Please note: amended plans for consultation. Amendments relate to Submission of 'Addendum Transport Note' addressing staff parking.*

SUPPORT

NOTE: Members would like to see the parking/traffic issues addressed as soon as possible.

- 682** 21/1258/FUL Sam and Lucy Woodlands, Higher Greenhead, Sidbury EX10 0RP. Single
Sidbury Ward Ingram storey side extension, ground floor infill extension, first floor side/rear extension, conversion of garage to habitable use and conversion of roof space to habitable use to include 6 x rooflights and raising of roof ridge and alterations to fenestration.

SUPPORT

- 683** 21/1204/LBC Dr Richard All Saints Church, All Saints Road, Sidmouth, EX10 8ES.
South Ward Malcolm Single storey side extension with 6 x rooflights.
Crabtree (Church Warden)

SUPPORT subject to the views of the Conservation Officer.

- 684** 21/1203/FUL Dr Richard All Saints Church, All Saints Road, Sidmouth, EX10 8ES.
South Ward Malcolm Single storey side extension with 6 x rooflights.
Crabtree (Church Warden)

SUPPORT

- 685** 21/1190/ADV Mr Timothy Apollonia House Dental Practice, Elysian Fields, Sidmouth
South Ward Johnson EX10 8UH. Installation of non-illuminated fascia sign.

REFUSE

The proposed sign is excessive, not in keeping with the area and likely to distract drivers and is therefore contrary to Policy 7 (Local Distinctiveness) of the Sid Valley Neighbourhood Plan. Members would be happy to support if the signage were 30% smaller.

686 Tree Preservation Orders

- (a) Notification of any new Tree Preservation Orders
None reported.

(b) Notification of any works which constitute an exemption to a Tree Preservation Order or works considered an exception to the Conservation Area Legislation

21/1183/PRETTD the Occupier Broadway Cottage Broadway Sidmouth EX10 8RQ.

(c) Applications for trees covered by a Tree Preservation Order

- 687** 21/1013/TRE Mrs A Charnock 2 Sidleigh, Sid Road, Sidmouth EX10 9DE. T6, Oak : reduction of branches as indicated on photo by two metres leaving a spread of approximately four metres. Reason: branches are causing excessive shading and have little amenity value.

APPROVE subject to the following conditions:

DELEGATED REPORT DC/ DELREPTRE

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.)

688 Appeals

No appeals were received.

689 Enforcement Letters

No Enforcement letters were received.

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CHAIR OF THE PLANNING COMMITTEE

SIDMOUTH TOWN COUNCIL
Minutes of a Meeting of Sidmouth Town Council's
Environment Committee held on Monday 28 April 2021 at 6.30 pm

(Due to the current COVID-19 situation, the Committee met virtually
as authorised by the Regulations set out in Clause 78 of the Coronavirus Act 2020.)

Councillors present: Denise Bickley (Chair)
Chris Lockyear (Vice Chair)
Ian Barlow
Marianne Rixson
Dawn Manley
Steven Kendall-Torry

Invited Reps: Jon Ball (Sidmouth Arboretum)
Dave Bramley (Vision Group)
Ed Dolphin(Sidmouth Arboretum)
Diana East (Sidmouth Arboretum)
Richard Eley, Sidmouth Chamber of Commerce
Lynette Talbot
Rachel Perram (Sidmouth Plastic Warriors)
Jeremy Woodward(Vision Group of Sidmouth)

Apologies Stuart Hughes and Di Fuller (Sid Vale Association)

The meeting started at 6.30pm and finished at 8.45pm

PART 'A'

72 Minutes

The minutes of the Environment Committee meeting held on Monday 15 February 2021 were confirmed and agreed as a true record.

73 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
CLlr Denise Bickley	All items	Personal	Remained in the Meeting during discussion and voting	Member of Sidmouth Extinction Rebellion Member, Surfers Against Sewage SW Representative and Chair of Sidmouth Plastic Warriors and Sidmouth Biodiversity Group
CLlr Chris Lockyear	All items	Personal	Remained in the Meeting during discussion and voting	Member of Sidmouth Biodiversity Group

74 Matters of Urgency and Report

There were no matters of urgency or report.

75 Exclusion of the Public

There were no items required to be dealt with under Part B.

76 Natural Environment: Life on the Verge.

CLlr Bickley updated the Committee on the new verge signs and managing the grasslands on the verges. CLlr Bickley asked for a vote on the recommendations by 'Managing Grassland Road Verges' from Plantlife regarding grass cutting regimes.

Resolved; 'The committee agreed the following cutting regime for areas identified for more environmentally sensitive management, where permitted by the Road Traffic Act and safety regulations' We need to ensure that the contractor is informed in writing what is expected.

- Cut the verge during February/March. This was before most verge plants flower and it would not disturb ground-nesting birds. Raising the cutter bar on the back cut would lower the risk to amphibians, reptiles and small mammals.
- Cut the verge again during September/October. This slightly later cutting allows plants that were cut earlier in the year time to grow and set seed. This cutting regime is particularly suited to areas with late-flowering species, which may not flower and set seed until September. It is also suited to areas with early flowering plants as it removes any shading vegetation prior to flowering.

Achieving low soil fertility was key to enhancing wildlife value. Most wild flowers were associated with lower fertility soils. Removing the arising at the point of cutting took biomass and the nutrients they contained away from the verge, which reduced the layer of dead grass and opened up the soil surface to allow seed germination.

77 Natural Environment: Arboretum update on Ash dieback.

Jon Ball gave an update detailing that so far there had been about 250 trees cut down due to Ash dieback throughout the area with about another 32,000 to come down over the next 10 year. Some of these trees were in private gardens but the majority in hedgerows. The Arboretum had been talking to the wildlife trust, saving Devon's trees about replacement trees.

Resolved; it was agreed that we would compile a list of local land owners and try to engage them in a more sensitive hedgerow management style. Richard Eley to start this.

78 Natural Environment: Biodiversity Plan.

Jeremy Woodward explained that the biodiversity group were carrying out a lot of background work and working on a full action plan for the next meeting which could then go forward to full council for discussion.

79 Natural Environment: The Knowle

Ed Dolphin explained they had an especially useful meeting at the Knowle where they discussed in detail the 3 main areas and were having a further meeting in the next few weeks to discuss what to do and at what time of the year.

80 Engagement; Energy Usage

Chris Lockyear presented data on the energy usage at all the Town Council buildings. For most buildings the usage was what was expected but Manstone Youth Centre had used far more gas and water than was expected so there would be an investigation into why.

81 Natural Environment: Our Place Our Planet

Denise Bickley explained that Our Place Our Planet was an Exmouth website designed to help people and businesses reduce their carbon footprint. Sidmouth Town Council could buy into this website and customise for Sidmouth. Local businesses could advertise on the site to promote their sustainable offers. The cost was Annual fees of £50 and £45 for 45 shops to advertise on the site. The committee agreed to support the idea up to a max of £250 and to review after 6 months.

82 Natural Environment: Carbon Footprint Awareness.

12 months ago, the campaign to raise awareness of people's individual footprint was put on hold due to COVID. The committee was now happy for the campaign to restart and would be pushed through the Science Festival.

Resolved; Dave Bramley is going to look at a potential project to understand Carbon footprint of Sidmouth in the context of the recent Government announcements on reducing carbon emissions.

Resolved; Set up a working group to push forward the public engagement. Cllr Denise Bickley, Cllr Chris Lockyear, Dave Bramley, Jeremy Woodward, Cllr Marianne Rixson and Steven Kendall-Torry.

- 83 **Natural Environment: How to engage with the wider community.**
Discussion was held around how the wider community could be motivated to get more involved in saving the environment. It was agreed that Councillor Denise Bickley would design a newsletter which would be published on a regular basis. There would also be an email list put together with as many local peoples email as possible so the Council could send them the newsletter along with other avenues of distribution.
- 84 **Low Carbon Town: eTrikes.**
Discussion was held on this idea of eTrikes in the town. The latter was not possible as it is not permitted.
- 85 **Natural Environment: Planters to demarcate the 'Pedestrian Zoners'.**
Lynette Talbot made a presentation on different planters for the town to outline the pedestrian priority area' Discussions are ongoing with DCC about the creation of a pedestrian priority area and the procurement of planters would be put on hold until the scheme had been agreed.
- 86 **Natural Environment: Cycle racks.**
This item was deferred to the next meeting.
- 87 **AOB1:** Awards, The Vision Group for Sidmouth were making awards; there were 3 Champions awards Sustainability, Resilience and Community.
AOB2: Glyphosate report due at EDDC soon so to be brought to next meeting.
Aob3: Report on bus shelters compiled by Dave Rafferty, progress to be discussed at next meeting
AOB4: Litter around youth club and skate park - to be discussed at next meeting, Chris Holland to discuss with EDDC bin collections and placements around the youth centre.

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CHAIR OF THE ENVIRONMENT COMMITTEE

**Sidmouth Town Council - Detailed Income and Expenditure Report
Month 1 - April 2021**

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
<u>Council Services</u>					
Public Conveniences	0	0	32,000	32,000	0
Youth Service Support	10,000	10,000	40,000	30,000	0
Flower Beds, Planters & Watering	624	624	16,000	15,376	0
Christmas Lighting & Events	0	0	13,500	13,500	0
Donation to Christmas Lighting (Income)	0	0	-1,500	-1,500	0
Tourism Promotion	1,394	1,394	50,000	48,606	0
Tourism Promotion Income	0	0	-15,000	-15,000	0
Verge Cutting, Town Maintenance & Weeding	1,696	1,696	16,500	14,804	0
Verge Cutting DCC Grant (Income)	0	0	-4,690	-4,690	0
Street Furniture	0	0	1,000	1,000	0
Sidmouth Information Centre	0	0	30,000	30,000	0
Water Fountains & Defib Mtce	0	0	700	700	0
Dog Hygiene Bins	0	0	1,600	1,600	0
War Memorials	0	0	100	100	0
Parish Paths Partnership Payments	62	62	0	-62	-62
Parish Paths Partnership (Income)	0	0	0	0	0
	£13,776	£13,776	£180,210	£166,434	-62

Discretionary Expenditure

Grants	15,776	15,776	20,000	4,224	0
Sidmouth Folk Festival	34,000	34,000	34,000	0	0
Sidmouth Town Band	5,000	5,000	5,000	0	0
Sidmouth in Bloom	7,000	7,000	7,000	0	0
South West Museum Development	0	0	800	800	0
Air Display	0	0	10,000	10,000	0
Donation to Air Display (Income)	0	0	0	0	0
Environment Committee	0	0	10,000	10,000	0
Covid-19 Expenses	4,321	4,321	8,000	3,679	0
Community Infrastructure Levy Payments	0	0	0	0	0
Community Infrastructure Levy (Income)	0	0	0	0	0
Woolley Bequest Payments	5,000	5,000	0	-5,000	-5,000
Woolley Bequest (Income)	0	0	0	0	0
	£71,097	£71,097	£94,800	£23,703	-5,000

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 1 - April 2021

Woolcombe House

	Actual	Actual	Current	Budget	Cummulative
	Current Month	Year to Date	Annual Budget	Balance	To + / From - EMReserves
Services Gas/Water/Elec	188	188	3,600	3,412	0
Woolcombe House Business Rate	3,556	3,556	7,600	4,044	0
Woolcombe House (Loan Interest&Repayment)	0	0	14,890	14,890	0
Woolcombe House-General Maintenance	30	30	8,500	8,470	0
	£3,774	£3,774	£34,590	£30,816	0

Other Property

Alma Lane Field	0	0	1,000	1,000	0
Manstone Youth Centre	1,463	1,463	85,000	83,537	0
Manstone Sports and Play Areas	0	0	2,000	2,000	0
Long Park & Play Area	85	85	1,500	1,415	0
Seafront Amenity Building	1,358	1,358	33,000	31,642	0
Conservatory Maintenance	2,238	2,238	1,000	-1,238	-2,238
Fire Beacon Stewardship	0	0	7,000	7,000	0
Fire Beacon Stewardship (Income)	0	0	0	0	0
Sidmouth Golf Club (Income)	0	0	-5	-5	0
Elec Pole Rent (Income)	-37	-37	-40	-3	0
	£5,107	£5,107	£130,455	£125,348	-2,238

Trust Property

The Ham

The Ham Ground Mtce	110	110	2,000	1,890	0
The Ham Other Mtce	0	0	4,000	4,000	0
The Ham Play Equipment	0	0	1,500	1,500	0
The Ham Reserve	0	0	2,000	2,000	0
The Ham Macerator Building	21,895	21,895	20,000	-1,895	-1,895
The Ham 3Phase Power	99	99	1,800	1,701	0
The Ham Rent (Income)	-1,000	-1,000	-9,000	-8,000	0

Manstone

Manstone Land Ground Mtce	60	60	800	740	0
Manstone Other Maintenance	0	0	1,600	1,600	0
Manstone Reserve	0	0	2,000	2,000	0
Manstone Rent (Income)	0	0	-1,310	-1,310	0

Salcombe Regis

S.R. Allotment Field	0	0	0	0	0
S.R. Allotment Field Rent (Income)	0	0	0	0	0
S.R. Recreation Field	0	0	0	0	0
S.R. Recreation Field Rent (Income)	0	0	-525	-525	0
	£21,164	£21,164	£24,865	£3,701	-1,895

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 1 - April 2021

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
<u>Members</u>					
Members/Chair's Allowances	0	0	6,100	6,100	0
Chair's Expenses	0	0	2,000	2,000	0
Members Expenses/Training	0	0	800	800	0
Elections	0	0	1,000	1,000	0
Civic & Hospitality	0	0	1,000	1,000	0
	£0	£0	£10,900	£10,900	0
<u>Staff</u>					
Salaries	7,972	7,972	96,500	88,528	0
Pensions	1,587	1,587	20,000	18,413	0
Staff Eye Tests	0	0	100	100	0
Training & Conferences	0	0	1,000	1,000	0
Officers Expenses	0	0	500	500	0
	£9,559	£9,559	£118,100	£108,541	0
<u>Office Expenses</u>					
Postage	0	0	1,700	1,700	0
Stationery	0	0	1,200	1,200	0
Telephone	712	712	3,600	2,888	0
Subscriptions	2,162	2,162	2,400	238	0
Photocopier	0	0	1,000	1,000	0
Internet, website and webcams	0	0	4,000	4,000	0
Computer Software Contracts	0	0	1,500	1,500	0
Computer Maintenance Contingency	0	0	1,000	1,000	0
Advertisements	0	0	500	500	0
Audit	0	0	1,600	1,600	0
Insurance	0	0	5,500	5,500	0
Sundry	11	11	1,200	1,189	0
Bank Charges	10	10	200	190	0
Bank Interest Received (Income)	-4	-4	-300	-296	0
	£2,891	£2,891	£25,100	£22,209	0

Sidmouth Town Council - Detailed Income and Expenditure Report Month 1 - April 2021

Expense Group Totals	Actual	Actual	Current	Budget	Cummulative
	Current Month	Year to Date	Annual Budget	Balance	To + / From - EMReserves
Council Services	13,776	13,776	180,210	166,434	-62
Discretionary Expenditure	71,097	71,097	94,800	23,703	-5,000
Woolcombe House	3,774	3,774	34,590	30,816	0
Other Freehold Property	5,107	5,107	130,455	125,348	-2,238
Trust Property	21,164	21,164	24,865	3,701	-1,895
Members	0	0	10,900	10,900	0
Staff	9,559	9,559	118,100	108,541	0
Office Expenses	2,891	2,891	25,100	22,209	0
Precept Received	-309,510	-309,510	-619,020	-309,510	0
Net Income over Expenditure	-£182,142	-£182,142	£0	£182,142	-9,195

Current/Deposit Bank Accounts

£929,001

of which

Woolley Bequest

£5,955

Earmarked Reserves

£534,488

Further email from EDDC asking for STC's revised observations now brought before all Members at request of Chair of Council

From: Cllr Nick Hookway
Sent: 27 May 2021 8:16 am
To: Christopher Holland
Cc: Charlie Plowden Angela Gordon Lennox
Subject: Connaught Gardens booking for Paul Taylor-Mills

Dear Christopher,

I am writing to inform you of the amended booking for Connaught Gardens by Paul Taylor-Mills.

As you are no doubt aware Paul Taylor-Mills has well established links with Sidmouth through the Manor Theatre which he is very keen to maintain.

Due to Lockdown restrictions the Manor Theatre is unavailable for Paul this year.

Following on from comments received from Sidmouth Town Council, The Events team at East Devon District Council have had further discussions with Paul and he has agreed to reduce the number of performances from nineteen (19) over three and a half weeks to six (6) running consecutively.

The programme is likely to consist of the following productions,

- Barricade Boys - [Les Misérables supergroup The Barricade Boys joined by Alfie Boe to sing Bring Him Home in support of the NHS | London Evening Standard | Evening Standard / The Barricade Boys](#)
- Charles Court Opera - [The Mikado - Charles Court Opera](#)
- The Femmes (played at Ascot) - [Repertoire — The Femmes](#)
- Franki Valli & the Four Seasons tribute
- The Anchor Men

Though I would expect that such a programme could be open to negotiation if required.

As the Performing Arts, as a sector, has been extremely hard hit over the last year East Devon District Council is keen to support as many performers as possible across the District. It goes without saying that successful events will also benefit the Hospitality sector as well as raising the profile of Sidmouth as an Arts Venue.

I hope that you and the Town Council will find these amendments satisfactory and look forward to receiving your comments.

Yours sincerely,

Nick Hookway
Portfolio Holder for Culture, Sport, Leisure and Tourism.

Response from STC to original proposals based on Chair and Vice Chair's observations

From: Christopher Holland
Sent: 14 May 2021 3.53 pm
To: Angela Gordon Lennox

Dear Angela,

I am responding to your email of yesterday with the observations of the Chair and Vice Chair of the Town Council as requested earlier today.

The Chair and Vice Chair of the Council have severe concerns over the noise levels of the proposed amplified acts as it stands and do not believe that this is appropriate use for what are quiet and tranquil public gardens so close to a hotel and residential properties over a period of 16 evenings.

They feel that what was originally advised by the Council as the Paul Taylor-Mills Summer theatre moved into the gardens (to allow for Covid restrictions which may have been around still and to try some theatre in the gardens) was widely supported. They feel that this has now changed into a mix of inevitably loud amplified cabaret 'acts' and general entertainment shows better suited to a large indoor Theatre or arena. They feel that the inevitable noise of acts such as the Barricade Boys, Frankie Valli Tribute Show and Girls Night Out will lead to unacceptable levels of noise nuisance and disturbance in a tranquil residential outside area only a few metres away from some of the town's high class hotels and over a period of three weeks. This is not what they had understood was meant by the Paul Taylor-Mills moving into the gardens.

The Chair and Vice Chair of Council advised that the Council has always been very supportive of the Paul Taylor-Mills Summer Season at the Manor Pavilion and felt that this being transported to the Connaught Gardens as originally understood would have worked very well indeed. They advise that they will happily continue supporting the arts and theatre in the town and appreciate that the Town Council is merely a consultee in this process.

These are the observations of the Chair and Vice Chair of the Council.

Kind regards,

Chris

Christopher E Holland
Town Clerk