



# SIDMOUTH TOWN COUNCIL

WOOLCOMBE HOUSE  
WOOLCOMBE LANE  
SIDMOUTH  
DEVON  
EX10 9BB

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To: All Members of the Town Council  
Town Clerk

29 November 2022

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

Dear Sir/Madam,

## Meeting of Sidmouth Town Council Monday 5 December 2022 at 6.30pm

You are hereby summoned to attend the above meeting to be held in the Council Chamber, Woolcombe House, Woolcombe Lane, 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

- |   | <u>Page/s</u> |
|---|---------------|
| <b><u>PART 'A'</u></b>  |               |
| 1 <b>Apologies</b><br>To receive any apologies for absence.   |               |
| 2 <b>Minutes</b><br>To confirm the minutes of the Town Council meeting held on Monday 7 November 2022   | 4 – 7         |
| 3 <b>Declarations of Interest</b><br>To receive any Members' declarations of interest in respect of items on the agenda.<br>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 <b>Matters of Urgency or Report from the Chair</b><br>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 <b>Exclusion of the Public</b><br>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 Citizen’s Advice East Devon

Dean Stewart, Chief Executive, Citizen’s Advice East Devon, will attend the meeting to give a briefing to Members on their work.

## 8 Police Advocate Report

To receive the Police Advocate report from Councillor Dent.

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

## 9 Working Group Reports

### 9.1 Planning Working Group

a) To receive the reports of the Planning Working Group meetings held on Wednesdays 2 8 – 14 and 16 November 2022.

b) To receive a Planning Working Group briefing note on the draft East Devon Local Plan. 15 – 18 Consultation Page which lists main policies and a link to the main draft document:

<https://eastdevonlocalplan.commonplace.is/>

Sidmouth Inset Map

<https://eastdevon.gov.uk/media/3724839/sidmouth.pdf>

Sidbury Inset Map

<https://eastdevon.gov.uk/media/3724838/sidbury.pdf>

*Town Clerk’s note: If any Members have any issues that they would like raised, they should contact Cllr Dent and the Town Clerk. Individually, Members can also respond to the consultation themselves.*

### 9.2 Tourism & Economy Working Group

a) To receive the reports of the Tourism & Economy Working Group meeting held on Monday 21 November 2022. 19 – 21

b) In line with Financial Regulation 18.2, Members are asked to agree to the suspension of Standing Order 18(c) and Financial Regulation 11.1(b) to allow the appointment of Ignyte Ltd. as the preferred contractor to deliver tourism promotion services for our Visit Sidmouth brand. The purpose of the recommendation is to allow the appointment of a preferred contractor and the timely progression of Sidmouth Town Council’s tourism promotion strategy and services.

|    | <u>Page/s</u>  |
|----|--|
| 9  |  |
|    | <b>Working Group Reports</b>   |
|    | <u>9.3 Environment Working Group</u>   |
|    | To receive the reports of the Environment Working Group meeting held on Monday 31 October 2022. 22 - 25  |
|    | <u>9.4 Council Resources Review Working Group</u>  |
|    | To receive an update, if appropriate, from the Chair of the Council Resources Working Group.             |
|    | <u>9.5 Youth Provision Working Group</u>   |
|    | To receive an update, if appropriate, from the Chair of the Youth Provision Working Group.               |
| 10 | <b>Reports from Members with Special Responsibilities</b>  |
|    | <u>10.1 Finance Report</u>   |
|    | To receive the Finance Report for October 2022. 26 - 29  |
|    | <u>10.2 Other Reports from Members with Special Responsibilities</u>                                     |
|    | To receive other notified reports from other Members.  |
| 11 | <b>Meeting Dates Jan 2023 to May 2024</b>  |
|    | Members are asked to note the attached draft list of meeting dates for January 2023 to May 2024. 30 - 31 |

**SIDMOUTH TOWN COUNCIL**  
**Minutes of the Meeting of Sidmouth Town Council**  
**held in the Council Chamber, Woolcombe House,**  
**Woolcombe Lane, Sidmouth**  
**on Monday 7 November 2022 at 6.30pm**

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

The meeting started at 6.30pm and finished at 8.40pm.

## **PART 'A'**

### **80 Minutes**

The minutes of the meeting of the Town Council held on Monday 3 October 2022 were signed as a true and accurate record. The minutes of the meeting of the Town Council held on Monday 17 October 2022 were agreed subject to the removal of the final line 'Members had an expectation of a final budget increase of between 5% and 10%.'

### **81 Declarations of Interest**

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

### **82 Matters of Urgency or Report from the Chair**

- The Chair reminded Members that there would be a Remembrance Day procession on Sunday 13 November; if Members wished to attend, they should meet at the Co-op store at 10.15am.
- The Chair reported that there would be an urgent item on Youth Provision in Sidmouth and the Sid Valley for discussion under Part B of the meeting.

### **83 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.

#### **84 Public Open Question Time**

- Denise Moleneux, Vice Chair Chamber of Commerce, confirmed that the Chamber of Commerce would be holding a street party on Sunday 7 May 2023 and asked Members to consider purchasing some lengths of strong good quality bunting that would be robust enough to be hung between the streetlights along the Esplanade.

#### **85 Briefing for Members: Mukie Gosrani**

Mukie Gosrani, a Sidmouth resident, has been coordinating efforts with East Devon District and Devon County Councils and liaising with families from Ukraine that were being hosted in Sidmouth. A support group has been set up at Twyford House for families and hosts and Mukie has been working with others who have also been providing support such as Woolbrook News.

Mukie briefed Members on the experiences of Ukrainian families in Sidmouth, their needs and the challenges they face and asked Members to consider funding the weekly rental costs of Twyford House for the support group meetings.

**RESOLVED:** That Mukie Gosrani be thanked for his briefing report to Members and encouraged to apply for a grant from the Town Council.

#### **86 Police Advocate Report**

Councillor Dent had nothing to report as the Devon and Cornwall Police Advocate but would raise the issue of speeding problems at Long Park with them.

**RESOLVED:** That the Police Advocate report be noted.

#### **87 Working Group Reports**

##### 87.1 Planning Working Group Reports

Councillor Dent, Chair of the Planning Working Group, presented the reports of the Planning Working Group meetings held on Wednesdays 5 and 19 October 2022.

**RESOLVED:** That the Planning Working Group reports be noted.

##### 87.2 Council Resources Working Group

Councillor Lockyear, Chair of the Council Resources Working Group reported that the group had been discussing items such as the proposed steps up to the cricket ground at the Arches café, the high level of vandalism at the Arches toilets, how best to use the Project Support budget and the transfer of Knowle from EDDC to the Town Council.

**RESOLVED:** That the Council Resources Working Group Report be noted.

#### **88 Reports from Members with Special Responsibilities**

##### 88.1 Finance Report

a) In accordance with section 2.2 of the Town Council's Financial Regulations Members were asked to note that the Member with Special Responsibility for Finance has verified the bank reconciliations, for all accounts, as at the end of September 2022.

**RESOLVED:** That in accordance with section 2.2 of the Town Council's Financial Regulations, Members noted that the Member with Special Responsibility for Finance had verified the bank reconciliations, for all accounts, as at the end of September 2022.

b) Councillor Turner presented the Finance Report for September 2022.

**RESOLVED:** That the Finance Report for September 2022.

#### **89 Sidmouth Air Show Evaluation Working Group: Final Report**

**RESOLVED 1):** That Cllrs Nelson, Barlow, Dent and Thurlow be thanked for their hard work in producing such a complete and informative report for Members to base their considerations on.

**RESOLVED 2):** That in a desire to steward the town towards a more sustainable future and building upon the information presented to this meeting, the Town Council will take the next 18 to 24 months to look at options for a more environmentally friendly major event to be held over the August Bank Holiday period, with a view that an Air Show may not be the future central event. During this transitional period, the Town Council will continue to actively mitigate against the environmental impact of events held in the town.

**90 East Devon Public Spaces Protection Orders – Public Consultation**

Alice Gill, Environmental Health Officer, East Devon District Council had written to all Town and Parish Councils to advise of a forthcoming review of East Devon Public Spaces Protection Orders (PSPOs) and the associated public consultation which would run from 10 October until 20 November 2022. This related to the Control of Dogs PSPO, Seashores and Promenades PSPO, and the Control of Anti-Social Behaviour and Consumption of Intoxicating Substances PSPO.

Full details could be found on the East Devon District Council’s website at:

<https://eastdevon.gov.uk/environmental-health-and-wellbeing/environmental-health-information/public-spaces-protection-orders/dog-control-and-seashore-pspo-consultation/>

A list of the main changes and map of Sidmouth seashore were supplied for Members information.

**RESOLVED 1):** That the Town Council strongly opposed any changes to the current Dog Control PSPO and believe that the suggested changes would lead to confusion, reduced adherence to the rules, increased confrontation between dog owners and other beach users and the additional risk of dog faeces contamination on the beach during the summer months.

**2)** The ASB PSPO should not be removed from Sidmouth seafront and if any changes were to be made, the control area should be extended further into the town and not reduced as the existing order had been used and supported by Sidmouth Police repeatedly in the past 12 months alone.

**91 Coronation of King Charles III – Saturday 6 May 2023**

Members were asked to consider how the Town Council could mark the coronation of King Charles III. It was understood that Sidmouth Chamber of Commerce were planning a number of events including a Street Party. Along with Councils across the United Kingdom, Members were asked to consider any ways to help mark the Coronation.

**RESOLVED:** That suggestions would be considered at a future meeting, to include:

1. Naming the existing project for possible steps at the Arches, the ‘Coronation Steps’
2. Planting four specimen trees celebrating the four nations of the United Kingdom; English Oak, Scots pine, Irish Yew and Welsh Sessile Oak.
3. The Chamber of Commerce’s request for strong bunting for the Esplanade.

**92 Appointment of Representative on Outside Body: Sidmouth Voluntary Services**

Following the death of former Councillor Simon Pollentine, who still represented Sidmouth Town Council with Sidmouth Voluntary Services, Members were asked to appoint a replacement.

**RESOLVED:** That Cllr Nelson would become the Town Council’s representative for Sidmouth Voluntary Services.

**93 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'**

### **94 A New Vision for Young People in Sidmouth and the Sid Valley**

Councillor Cole, Chair Youth Provision Working Group, presented the report that had been issued to Members prior to the meeting and explained why it was proposed to use Design West as contractors to conduct a project of research, engagement and strategy development of the youth services for young people in Sidmouth and the Sid Valley.

**RESOLVED:** That Design West would be employed to conduct a project as set out in their proposal document.

.....  
CHAIR OF THE COUNCIL

**Sidmouth Town Council's Planning Working Group  
held on Wednesday 2 November 2022**

(The Working Group met virtually)

Councillors present: Kelvin Dent (Chair)  
Jeff Turner (Vice Chair)  
Ian Barlow  
Rachel Perram  
Jenny Ware  
John Loudoun

Apologies: Deirdre Hounsom, Steven Kendall-Torry and Chris Lockyear

The meeting started at 10.00 am and finished at 12.10pm

**212 Declarations of Interest**

| Name             | Application   | Type of Interest  | Action Taken  | Nature of Interest                  |
|------------------|---|-------------------|---|-------------------------------------|
| Cllr Jeff Turner | 22/2265/MFUL Malden House, 69 Sidford Road, Sidmouth, EX10 9LR.             | personal interest | Left the meeting.   | Is a neighbour.                     |
| Cllr Kelvin Dent | 22/2275/FUL Hillhead St Mary, Broadway, Sidmouth, EX10 8RQ.                 | Personal Interest | Remained in the meeting during discussion and did vote.     | Is a member of the Sampson society. |
| Cllr Barlow      | 22/2251/PDMA and 22/2200/LBC Seabrease, Prospect Place, Sidmouth, EX10 8AS. | Personal Interest | Remained in the meeting during discussion and did not vote. | Acquainted with the applicant.      |

**213 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.

**214 Minutes**

Agreed and delegated to the Chair of the Planning Committee to sign as a true and accurate record, the Minutes of the Planning Working Group meeting of 19 October 2022.

**215 Applications for consideration**

**RECOMMENDED:** That in respect of the Planning Applications set out below, 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.**

**None**

**216** 22/2342/LBC Mr C 79 Chapel Street, Sidbury, Devon EX10 0RQ. Alterations to Sidbury Ward Preston fenestration and raising of chimney.

**SUPPORT** - subject to the views of the Conservation Officer.

**217** 22/2341/FUL Mr C 79 Chapel Street, Sidbury, Devon EX10 0RQ. Alterations to Sidbury Ward Preston fenestration and raising of chimney.

**SUPPORT**

**218** 22/2285/AGR Mr A Hall Chineway Farm, Putts Corner, Sidbury, EX10 0QQ. Proposed Sidbury Ward building for hay, fertiliser, and agricultural machinery storage.



### UNABLE TO SUPPORT

- Members did not consider that there was justification for an agricultural building of this size. However, in the event of permission being granted, Members were aware of a situation which had occurred elsewhere and recommended that the building be legally tied to the farm and if the building were no longer required for agriculture, it should be removed.

**219** 22/2297/FUL Mr Andy Land North of Boswell Farm Cottages, Under Lane, Sidmouth.  
Sidbury Ward Hunter Change of use of land to camping and caravanning site for 16no.  
pitches for either caravans or campervans and separate area for  
camping; the widening and improvement of existing access and  
associated hardstanding and toilet/shower block.

### UNABLE TO SUPPORT

- Members were concerned that the vehicular access for Caravans and vehicles was very poor down a narrow single track country lane.
- Members did not feel that the sewage arrangements were adequate and were worried that the excess would run off into the local rivers.
- The proposal contravenes strategy 46 of the Local Plan in that it does not conserve or enhance the AONB and detracts from the landscape quality.

**220** 22/2344/FUL Mr and Mrs 2 Balfours, Sidmouth, Devon, EX10 9EF. Single-storey rear  
West Ward Gerring extension.

### SUPPORT

**221** 22/2063/ Messrs Ford Alexandria Industrial Estate, Station Road, Sidmouth. Outline  
MOUT (OG application with some matters reserved for Phase 1, including  
West Ward Holdings highway access, layout and landscape, and scale and appearance  
Retirement for Block A and Block C, and for Phase 2, access, layout, and  
Benefit landscape only, creating a total additional business space of 1,701  
Scheme) sqm.

### SUPPORT

**222** 22/1565/ADV Core Hill Road/A3052, Sidmouth. Installation of a 1.5m advance  
North Ward sign indicating business premises located off the A3052.

### REFUSED

**223** 22/2313/VAR Mr & Mrs 34 Barn Hayes, Sidmouth, EX10 9EE. Variation of condition 2  
North Ward Moore (approved plans) of planning permission 21/3310/FUL First Floor  
level external materials from render to Grey/Pearl Cedral  
Weatherboard.

### SUPPORT

**224** 22/2176/LBC Mrs Cecilia Flat 1, Counters Court, Mill Street, Sidmouth, EX10 8DW. Replace 1  
East Ward Monck no. window on front (south) elevation

**SUPPORT** - subject to the views of the Conservation Officer.

**225** 22/2175/LBC Mr Adrian Flat 3, Counters Court, Mill Street, Sidmouth, EX10 8DW. Replace 1  
East Ward Farley no. window on front (south) elevation.

**SUPPORT** - subject to the views of the Conservation Officer.

**226** 22/2193/LBC Mr William 1 Albert Terrace, Salcombe Road, Sidmouth, EX10 8PX. Replace  
East Ward Crawford existing rooflight on rear elevation with a Conservation rooflight  
central pivot 780mm x 1180mm.

**SUPPORT** - subject to the views of the Conservation Officer.

- 227** 22/1869/LBC Mr Joseph Flat 2, Counters Court, Mill Street, Sidmouth, EX10 8DW. Replace 1  
East Ward Heathcock no. window on front (south) elevation.  
**SUPPORT** - subject to the views of the Conservation Officer.
- 228** 22/1967/LBC Kerry Boyle 1 Enfield Villas, Vicarage Road, Sidmouth, Devon, EX10 8TD.  
East Ward Amendments to 19/2420/LBC which include: change lantern  
rooflight with convex single pane rooflight above dining room;  
relocation of external door from south to east elevation of store;  
repositioning of flue on lean-to roof to exterior wall on; use of fibre  
cement slates on new lean-to; new partition walls in bathroom and  
replace glass roof, windows, and door in entrance porch.  
**SUPPORT** - subject to the views of the Conservation Officer.
- 229** 22/2251/PD Nigel, Seabrease, Prospect Place, Sidmouth, EX10 8AS. Prior notification  
MA East Graham, for the change of use from commercial (health and beauty suite  
Ward Louise Stout (Use Class E(e)) to residential flat (Use Class C3).  
**SUPPORT**
- 230** 22/2200/LBC Nigel, Seabrease, Prospect Place, Sidmouth, EX10 8AS. Internal  
East Ward Louise, & alterations to form residential flat at first floor: new plasterboard  
Graham ceilings in all rooms; new partition wall to convert cupboard into  
Stout WC; new floating floor in all rooms.  
**SUPPORT** - subject to the views of the Conservation Officer.
- 231** 22/2265/MF Mr Kevin Malden House, 69 Sidford Road, Sidmouth, EX10 9LR. Side  
UL Primley Shaw extension to existing care home to provide an additional 11 ensuite  
Ward bedrooms. Works include demolition of existing side extension and  
associated external works.  
**UNABLE TO SUPPORT**
- Members considered that the proposal would constitute overdevelopment of the site and would exacerbate parking problems.
- 232** 22/2275/FUL Pang Hillhead St Mary, Broadway, Sidmouth, EX10 8RQ. Rear single  
South Ward storey extension and replacement outbuilding.  
**UNABLE TO SUPPORT**
- Members considered that the proposal was not in keeping with the existing house and outbuilding and would not enhance or preserve the Conservation Area.
- 233** 22/2247/FUL Debbie and 2 Convent Fields, Sidmouth, Devon, EX10 8QR. Construction of  
South Ward Nick Coles extension over garage with installation of external staircase.  
**SPLIT DECISION** – Members **SUPPORTED** the extension above the garage but did **NOT SUPPORT**  
the external stairs as they did not see a need and would cause overlooking.
- 234** 22/0913/LBC Mr Wayne The Lodge, Elysian Fields, Sidmouth, EX10 8UH. Remove existing  
South Ward Williams render on South elevation and re-render.  
**SUPPORT** - subject to the views of the Conservation Officer.
- 235** **Trees in Conservation Areas**  
To note the following proposed works to trees in a Conservation Area:
- a) 22/2160/TCA Mr Robert 27 The Laurels, Sidmouth, Devon, EX10 8UX. T14, Western Red  
South Ward Irons Cedar: Reduce height of overhanging limb by 3m and trim base  
foliage to give 1.5m height clearance above the fence and shed  
roof. T23, Western Red Cedar: Reduce to gain 1.5m height  
clearance above shed roof.  
**NOTED**

- 236 Tree with Preservation Orders**  
None received
- 237 New Tree Preservation Order**  
22/0024/TPO Land at Pipers Chantry, Convent Road, Sidmouth, EX10 8RE.
- 238 Exemption to a Tree Preservation Order**  
None received
- 239 Certificate of Lawfulness** – 22/2283/CPE 10 Packhorse Close, Sidford, EX109RR. Change of use from C3 dwelling house to C4 house in multiple occupation. Unable to offer any evidence of use.
- 240 Appeals**  
22/0479/FUL Blue Ridge, Elm Way, Sidford, Sidmouth, EX10 9SY. The appeal is dismissed.
- 241 Unsupported decisions**  
None received
- 242 Enforcement Letters**  
No Enforcement letters were received.
- 243 Local Plan.**  
A short update was given by Cllr Loudoun on the latest draft of the East Devon Local Plan

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**CHAIR OF THE PLANNING WORKING GROUP**

**Sidmouth Town Council's Planning Working Group  
held on Wednesday 16 November 2022**

(The Working Group met virtually)

Councillors present: Kelvin Dent (Chair)  
Jeff Turner (Vice Chair)  
Deirdre Hounsom  
Ian Barlow  
Rachel Perram  
Chris Lockyear  
Jenny Ware  
John Loudoun

Apologies: Steven Kendall-Torry

The meeting started at 10.00 am and finished at 11.15am

**244 Declarations of Interest – None**

**245 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.

**246 Minutes**

Agreed and delegated to the Chair of the Planning Committee to sign as a true and accurate record, the Minutes of the Planning Working Group meeting of 2 November 2022.

**247 Applications for consideration**

**RECOMMENDED:** That in respect of the Planning Applications set out below, 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.**

**None**

**248** 22/2321/FUL Mr Adam Land Off Lennox Avenue (rear Of Mentone), Sidmouth. Proposed 2  
East Ward Woodman storey dwelling house and garage adjacent to Mentone.

**SUPPORT**

**249** 22/2351/FUL Mr Peter 12 Cambridge Terrace, First Floor Flat, Salcombe Road Sidmouth,  
East Ward Antenen EX10 8PL. Conversion of three storey apartment building to 1no.  
single dwelling.

**UNABLE TO SUPPORT**

- Members felt that there is a need for small residential properties in Sidmouth and the loss of these apartments would run contrary to the aims of the proposed new Local Plan.

**250** 22/2433/FUL Mr and Mrs Mulberry Cottage, Sid Lane, Sidmouth, EX10 9AW. Installation of  
Salcombe Wragg roof lights and dormer windows to east and west roof pitches,  
Regis Ward with solar panels to west elevation. Replacement of existing  
windows and doors with alterations to fenestration.

**SUPPORT –** Members would like to recommend obscure glass in the dormer window on the west side.

- 251 22/2379/FUL Mr Trent 4 Sid Vale Close, Sidford, Devon, EX10 9PH. Single-storey rear  
Sidford Ward Rosenbaum extension, single-storey side extension, loft conversion for  
habitable use with one rear dormer.

**SUPPORT**

- 252 22/2372/FUL Mr Raichura Westwards, Bickwell Valley, Sidmouth, Devon, EX10 8RF.  
South Ward Replacement of existing decking, using hardwood boards and  
balustrades. Creation of storage space below. Removal of oak tree,  
previously approved under application 21/1315/FUL.

**SUPPORT** – Member repeated that they wished to see a replacement for the oak tree as agreed in the previous application 21/1315/FUL.

- 253 22/2239/FUL Louise Gunnersbury, Manor Road, Sidmouth, EX10 8RR. Single storey side  
South Ward Crossman extensions with alteration to fenestration, Conversion of loft space to  
Architects habitable use to include a rear dormer and Juliet balcony, roof  
improvement and enlargement of replacement garage and associated  
domestic landscaping.

**UNABLE TO SUPPORT**

- The proposed changes would adversely affect the amenity of the neighbouring property by reason of overlooking.
- The proposed design was not in keeping with the existing house.

- 254 22/2296/FUL Kate Cutlers Hill House, Higher Greenway Lane, Sidmouth, EX10 0LY.  
West Ward Stamp Proposed conversion and alteration of outbuilding to form 1 no.  
dwellinghouse and provision of associated parking area

**SUPPORT** – Subject to the Local Planning Authority stipulating that no further development (eg a replacement garage) should take place on the whole site which is within the AONB.

**255 Trees in Conservation Areas**

To note the following proposed works to trees in a Conservation Area:

- a) 22/2161/TCA Mr Robert 6 Sidmount, Station Road, Sidmouth, Devon, EX10 8XU. T1005  
South Ward Irons Monterey Cypress on the Boundary with 'The Laurels', 12 metres  
from a Block of Flats next door; growth is one sided due to an  
adjacent Turkey oak. Proposed 5m crown reduction (current  
elevation is 15m) and reduction of side branch tips of up to 1m on  
the southern and eastern aspects. The proposal is aimed at  
increasing light levels and inhibiting growth towards the buildings.

**NOTED**

**256 Tree with Preservation Orders**

Notification of any applications to trees covered by Tree Preservation Orders.

- a) 22/2147/TRE Mr Andy Balfour Lodge, Station Road, Sidmouth, EX10 8XL. Copper Beech,  
South Ward Konstandi Fagus sylvatica, Arboretum 1264: prune and scale back in line  
with previous application (ref. no.15/1730/TRE); potential for tree  
to be blown down and damage my property.

**REFUSE for the following reasons:**

The tree makes a positive contribution to the amenity of the area. The refused works would be detrimental to both the physiological condition and amenity value of the tree. No supporting evidence has been provided to justify the harm the proposed works would cause to the tree and on this basis the application has been refused.

- b) 22/2165/TRE Bentall 1 Burnside, Bickwell Valley, Sidmouth, Devon, EX10 8RF. T1, South Ward Alder: Reduce in height by 2-3m with max diameter cuts of 120mm; height indicated in edited picture attached. Install static metal brace between bifurcated main stems; works intended to help prevent failure of main included union.
- GRANTED** subject to conditions as recommended by the Arboricultural Officer
- c) 22/2163/TRE Mr Tim Ford Alexandria Industrial Estate, Station Road, Sidmouth. T1, Oak: West Ward Crown lift to 3m above ground level to the south only G2, Scots Pine: Crown lift 2 no. of trees to 3m above ground level to the south only T3, Oak: Crown lift by removing 2 no. of limbs on the northern aspect only T4, Oak: Crown lift to 3m above ground level on southern aspect only T5, Scots Pine: Crown lift above containers to achieve a 2m clearance T6, Scots Pine: Prune back low branches away from containers to gain a 1m clearance G7, Mixed species: Crown lift entire group above containers only to achieve 2m clearance G7a, Sycamore: Reduce western aspect overhanging containers by 2-3m G7b, Ash: Reduce western aspect overhanging containers by 2-3m All works proposed as part of routine arboricultural maintenance.

**DEFURED awaiting tree report.**

**257 New Tree Preservation Order**

None received

**258 Exemption to a Tree Preservation Order**

None received

**259 Appeals**

20/2653/FUL - 87 Sidford High Street, Sidford, EX10 9SA. The development proposed is demolition of the existing dwelling and redevelopment of the site to provide four dwellings and a new vehicular access. **Appeal is dismissed**

**260 Unsupported decisions**

22/1661/FUL Land south of Crowpits Convert, Puts Corner, Sidbury. Change of use of agricultural building to mixed use agriculture, storage and office use and associated works.

**Sidmouth Town Council**

**EDDC**

Unable to support

Approved

**261 Enforcement Letters**

No Enforcement letters were received.

**262 Local Plan.**

A short update was given by Cllr Loudoun on the draft of the East Devon Local Plan which was out for public consultation.

## **Sidmouth Town Council - 5<sup>th</sup> December 2022**

### **Draft East Devon Local Plan 2020-2040 – Update on Consultation Report**

#### **1. Informal meeting**

An informal zoom meeting of the Town Council's Planning Working Group was held on 24<sup>th</sup> October 2022. The purpose was to update Members on the position at that time regarding the draft Local Plan which EDDC's Strategic Planning Committee were about to launch on its next stage of the procedure, namely public consultation.

The position at that time (which remains the current position) was that 3 sites in Sidmouth and one site in Sidbury (which is regarded in the draft Local Plan as a separate village) were the preferred options for the allocation of residential development.

Members decided to continue to object to the proposed allocations. We debated whether we should, as a Town Council, be looking at alternative sites to suggest to EDDC in lieu of their preferred allocation. Members did not support this approach, however, on the grounds that EDDC had already undertaken an exhaustive search for sites and any sites in Sidmouth are likely to have severe restraints. It was also recognized that EDDC would be unlikely to add, delete or change any of their proposed sites at this stage.

#### **2. Consultation on the draft Local Plan**

EDDC have now embarked on a period of consultation which runs until 15<sup>th</sup> January 2023. The purpose of the consultation exercise, as explained by EDDC Officers, is in case there is anything that the Public can tell them that they hadn't thought of. Members of the public can respond by letter, e-mail or by using an on-line consultation website called "Commonplace". Copies of the plan have been placed on deposit in the Town Council's office and in Sidmouth Library. A number of public events are planned at locations throughout East Devon including Kennaway House in Sidmouth from 15.00 to 19.00 on Tuesday 6<sup>th</sup> December.

The consultation draft document represents a huge amount of detailed work by Officers and Members. It contains many policies relating to the broad environment of East Devon which are beyond the scope of this report but which the Town Council should welcome. Inevitably, however, the headline issue, because it affects nearly everyone in an obvious way and causes greatest concern, will be that of housing and employment land allocation. That is what this report will concentrate on. And because Sidmouth is geographically constrained by the AONB and the sea on all sides and because our tourism trade is largely dependent on our countryside and our existing services are already stretched, the Town Council has not, so far, supported the proposals in the draft local plan.

As was recognized at the informal meeting, it is extremely unlikely that any of the preferred allocation sites in Sidmouth or Sidbury will be deleted at this stage. In

proposing the sites, the Planning Authority recognize that all the sites lie within the AONB and (because we reminded them) have also acknowledged the policy to resist the coalescence of Sidford and Sidbury. What has not yet been acknowledged is the existing strain on local services including roads, schools, doctors, sewerage system etc. which further development will only exacerbate.

### **3. Issues**

What are the issues arising from the consultation draft including individual sites?

Sidm\_01. This is a preferred site in Higher Woolbrook. In the previous draft of the Local Plan this site was proposed for 127 dwellings. In the new consultation draft document this has now changed to 127 dwellings + 0.51 hectares of employment land. This amended proposal seems to be as the result of a new proposed District-wide policy to provide employment land within settlement boundaries.

The new proposal for a development of 100+ homes is to allocate 0.4 hectares pro rata of employment land as well as on-site social and community facilities. In smaller settlements like Sidbury the proposal for 25+ houses is 0.1 hectares pro rata.

I have asked EDDC's Head of Service whether any assessment has been made of the need for additional employment land in Sidmouth and have been promised a reply. It seems incomprehensible that additional employment land should be proposed within the AONB in Sidmouth when the existing Local Plan provides ample employment land which is already sited in the AONB and which is in the process of being developed as well as current proposals to improve the Alexandra Industrial Estate.

On the other hand, the consultation draft document makes no mention of a "park and change" scheme which has long been mooted for location on part of this site and which Devon County Council are understood to still support.

**Recommendation 1: To continue to object to the proposed allocation of Sidm\_01 in the proposed Local Plan as housing and employment land and to ask for the inclusion of a "park and change" scheme on part of this site**

Sidm\_17. This involves the proposed demolition of several houses on Peak Hill off Cotmaton Road and the construction of 11 new dwellings. As well as lying within the AONB, this does not seem to be an environmentally friendly way to develop and is in conflict with other provisions of the draft plan.

**Recommendation 2: To continue to object to the proposed allocation of Sidm\_17**

Sidm\_06. This is a site west of Two Bridges Road in Sidbury. A total of 268 houses were applied for in response to the call for sites but the consultation draft document proposes 30 at the present time. As well as lying within the AONB the site is also within the area protected in the Neighbourhood Plan in order to prevent the coalescence of Sidbury and Sidford.



**Recommendation 3: To continue to object to the proposed allocation of Sidm\_17**

Sidm\_34. This is a second-choice site (because no first-choice site could be identified) adjoining Furzehill in Sidbury where 38 new houses and 0.15 hectares of employment land are proposed. As well as lying within the AONB there are severe highway difficulties with this site. The new inclusion of employment land is, again, a surprise.

**Recommendation 4: To continue to object to the proposed allocation of Sidm\_34**

Sidm\_24. Another proposed allocation which was not in the previous draft plan but has now appeared in the consultation draft document is the proposed allocation within the AONB of an additional 1.6 hectares of employment land adjoining the Sidford Industrial Estate. No obvious justification has been offered.

**Recommendation 5: To object to the proposed allocation of Sidm\_24**

Affordable Housing. The Town Council's Tourism and Economy Working Group on 21<sup>st</sup> November 2022 identified the need to provide more affordable housing in the new Local Plan. Sidmouth's economy is highly dependent on the tourism and service sectors (hotels, care homes, shops etc) and if these businesses are to prosper they will need to attract staff who will need somewhere to live. The current proposals for new houses appear to be 5% one bed and 19% two bed new dwellings. However, the document recognizes that there are certain locations eg Town Centres where low density development may not be appropriate.

**Recommendation 6: To stress the need for small, genuinely affordable accommodation, particularly in Sidmouth.**

Second Homes. The consultation draft document considers that the problem of second homes is insufficiently severe to necessitate a policy and there has been no support from EDDC when the matter has been raised previously in relation to Sidmouth. The document states that the issue will, however, be kept under review during the preparation of the new Local Plan.

**Recommendation 7: To repeat the Town Council's view that the new Local Plan should address the problem of Second Homes.**

Maps. The scale of the map of Sidmouth in both the existing Local Plan and the current consultation policy map is very small and rather difficult to interpret. However, on the current policy map, the whole of the Knowle including the park, gardens and the Town Council's car-park is shown as having planning permission for development. This is clearly an error as those who are familiar with the planning history of the Knowle will know.

**Recommendation 8: To ask EDDC to adopt larger scale maps for the new draft and final Local Plan and to correct the current policy map in relation to the Knowle.**

Hotels and Guest Houses. A number of hotels and guest houses in Sidmouth have closed in recent years and there is concern to protect those that remain. The consultation draft document provides that the loss of visitor accommodation to other uses will only be permitted in exceptional circumstances eg providing low-cost staff accommodation. The draft document states that EDDC will resist the loss of permanent visitor accommodation and applicants will be required to show that it is financially unviable by providing evidence in accordance with the Council's marketing requirements. The minimum marketing period required is 12 months but a longer marketing period may be required.

**Recommendation 9: To welcome the proposals to resist the loss of visitor accommodation.**

On 18<sup>th</sup> November 2022 the Government published its Levelling Up and Regeneration Bill. The Bill contains a number of measures which I am sure the Town Council would support. For example, to impose an obligation on water companies to clean up rivers by upgrading wastewater treatment works. Also, to ensure that Developers proceed to implement planning permissions once they have been granted in order to provide new houses. The Bill continues the theme of localism and allowing communities to shape their neighbourhoods.

Members will already know that the pressure to allocate what many people consider to be an excessive number of new houses, above and beyond what existing communities require for natural growth and regeneration, is driven by the Government. The Government applies what is known as the "Standard Model" for calculating the number of new houses which Local Planning Authorities are required to provide in their Local Plans taking into account locally generated growth and migration from other areas. There is clearly no appetite in EDDC (because we have asked them) to challenge the housing figure for East Devon derived from applying the Standard Model.

An amendment to the Levelling Up and Regeneration Bill has been tabled which, if adopted, would downgrade the status of the Standard Model from mandatory to advisory. Early indications from EDDC, however, are that this would not affect the current consultation exercise and might not affect the contents of the final Local Plan. We need to remain on the case.

**Recommendation 10: To encourage Simon Jupp MP to support the provisions of the Levelling Up and Regeneration Bill in Parliament including the tabled amendment.**

**Kelvin Dent, Chair of Planning, November 2022**

**Minutes of a Meeting of Sidmouth Town Council's  
Tourism and Economy Working Group  
on Monday 21 November 2022 at 6.30 pm  
(The Tourism and Economy Working Group met virtually)**

Councillors present: Ian Barlow  
Louise Cole  
Chris Lockyear  
Hilary Nelson

Invited Reps: Chamber of Commerce – Richard Eley  
TIC Manager – Tim Shardlow  
TAG members – Jo Watson, Louise Thompson

Apologies: Cllr Richard Thurlow  
Ignyte Ltd – Tina Veater  
South West Tourism Alliance – Alistair Handyside  
Chamber of Commerce – Sally Mynard

The meeting started at 6.30pm and finished at 8.10pm

## **PART 'A'**

### **22 Minutes**

The Minutes of the Tourism & Economy Working Group meeting held on Monday 12 September 2022 were approved as a true and accurate record.

### **23 Declarations of Interest**

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

### **24 Tourism Advisory Group Update**

Councillor Cole gave an update of the work that had been carried out by the Tourism Advisory Group since the last meeting and reported that:

- The TAG meets every 6 weeks, with Tim Shardlow taking notes of the meetings.
- The TAG was busy working on the Coast Meets Country IRF project.
- The TAG had developed a Christmas marketing campaign to advertise the many Christmas events occurring in Sidmouth.
- Full Council had accepted the Air Show final report and had resolved to organise an Air Show in 2023.

**RESOLVED:** That the Tourism Advisory Group report be noted.

### **25 Information Centre Updates**

Tim Shardlow, Information Centre Manager, reported that:

- The TIC had now moved to the Winter opening hours of 10am to 1.30pm.
- The second half of September had been busy with many events and festivals being held throughout and around the town.
- The shows held at the Manor Pavilion were a real attraction for visitors to Sidmouth.
- TIC staff were giving assistance to members of the public who wished to attend the Connaught @ Christmas event and were looking forward to receiving pre-ticket marketing information for the 2023 Jazz & Blues and Sidmouth Folk Week Festivals.

- TIC staff were attending Visit England free online webinars and were obtaining very useful information regarding supporting international visitors.
- Many visitors were asking about the availability of public use EV charging points so the installation of points in The Ham East and Roxborough car parks were eagerly anticipated. Jo Watson reported that many hotel visitors booked Sidmouth Hotels purely because they had EV charging points available for hotel residents.
- The TIC would close at the end of the day on 23 December and would reopen on 3 January 2023 after the New Year bank holiday.
- The Chair thanked Tim Shardlow for acting as the TIC manager since Jeff Bailey had retired and was pleased to report that Tim had been confirmed as the TIC Manager.

**RESOLVED:** That the Sidmouth Information Centre report be noted.

## **26 Tourism & Promotion Contract Update**

In the absence of Tina Veater of Ignyte, the Chair presented the report of the promotional activity work carried out with and on behalf of the Town Council.

**RESOLVED:** That the Tourism & Promotion contract update report be noted.

## **27 Ignyte Tourism Promotion Contract Renewal**

The Chair presented the Ignyte Tourism Promotion Contract renewal report and asked Members to confirm the report's recommendation. The purpose of the recommendation was to allow the appointment of a preferred contractor and the timely progression of Sidmouth Town Council's tourism promotion strategy and services.

**RESOLVED:** That:

- 1) The Town Council would renew its agreement with Ignyte Ltd and its licence with Visit Devon for an additional 3 years using the updated and renewed purpose and objectives, as listed in the report.
- 2) In line with financial Regulation 18.2, Members agreed to the suspension of Standing Order 18(c) and Financial Regulation 11.1(b) to allow the appointment of Ignyte Ltd as the preferred contractor to deliver tourism promotion services for our Visit Sidmouth brand.

## **28 Tourism & Promotion Finance Report**

The Chair presented the Tourism & Promotion Finance report for the period ending October 2022.

**RESOLVED:** That the Tourism & Promotion Finance report be noted.

## **29 IRF Project Update**

The Chair presented the IRF (Coast Meets Country project) Finance report for the period ending October 2022 and Cllr Hilary Nelson gave an update on the progress of the IRF Project:

- The sub regional identity with partner towns had been developed by Voyage Marketing and the individual web pages were under development. The full web pages were slightly delayed due to modifications to the Visit Devon platform, but they would be live before the end of December to enable their use by prospective 2023 visitors.
- The Travel Foundation, the IRF sustainability partner, would be holding a Strategic Stakeholder meeting in mid-December, Simon Jupp MP would be in attendance along with over 20 other local attendees and stakeholders.
- The IRF would be advertising shortly for an additional consultant to work with the IRF Project Team specifically on the development of sustainable tourism in the IRF area.

**RESOLVED:** That the IRF Project report be noted.

**30 East Devon District Council Local Plan Consultation**

The Chair asked Members to note the copy of the draft Local Plan as distributed with the agenda and Cllr Ian Barlow reported on the response that the Planning Working Group had sent to EDDC.

**RESOLVED:** 1) that the Working Group felt that the Local Plan should include more affordable housing provision as the Sidmouth economy was highly dependent on the tourism and service sectors and staff were needed in these businesses.

2) That the draft Local Plan link would be sent again to the Tourism & Economy Working Group members with a request to send bullet point comments to the Town Clerk that could be incorporated into any future consultation response.

**31 Chamber of Commerce Car Park Survey**

Sidmouth Chamber of Commerce had fought against the EDDC’s increases to car park charges earlier in the year with a petition, in which over 1,500 residents and businesses signed.

Richard Eley gave an update on the car park survey that the Chamber of Commerce had conducted and which would be presented to EDDC, he would forward a copy of his report to Members when it was finalised.

**RECOMMENDED:** That the Car Park Survey report be noted.

**32 Matters Raised by Invited Representatives**

Richard Eley, Chamber of Commerce, reported that:

- The Chamber of Commerce would be holding a Coronation Street Party on Sunday 7 May 2023 in a similar format to previous events with space for 900 people to attend.
- It was anticipated that there should be a significant Public Works project carried out to mark the occasion of the coronation. Cllr Lockyear reported that Council had discussed this and had brought forward two proposals: naming the steps at The Arches as Coronation Steps and planting a number of significant specimen trees incorporating trees from the four nations of the UK.

.....  
CHAIR OF THE TOURISM & ECONOMY WORKING GROUP

**SIDMOUTH TOWN COUNCIL**  
**Minutes of a Virtual Meeting of Sidmouth Town Council's**  
**Environment Working Group held on**  
**Monday 31 October 2022 at 6.30pm**

Councillors present: Ian Barlow (Chair)  
 Denise Bickley  
 Richard Thurlow  
 Hillary Nelson  
 Rachel Perram  
 Chris Lockyear

Invited Reps: Ed Dolphin (Sidmouth Arboretum)  
 Dave Bramley (Sidmouth Science Festival)  
 Diana East (Sidmouth Arboretum)  
 Jon Ball (Sidmouth Arboretum)  
 Jeremy Woodward (Vision Group of Sidmouth)  
 Jan Metcalf  
 Richard Eley (Chamber of Commerce)

Apologies Cllr Marianne Rixson, Cllr Clarissa Evens and Cllr Emma Murdoch

The meeting started at 6.30pm and finished at 8.05pm

**PART 'A'**

**1 Minutes**

The minutes of the Environment Working Group meeting held on Monday 11 July 2022 were confirmed and agreed as a true record subject to the following amendments:

**2 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 Extinction Rebellion,<br>Member of Friends of the Earth,<br>Member of Greenpeace,<br>Chair of Sidmouth Plastic Warriors<br>Member of Sidmouth Biodiversity Group |
| Cllr Rachel Perram  | All items   | Personal | Remained in the Meeting during discussion and voting. | Member of Sidmouth Plastic Warriors  |

**3 Matters of Urgency and Report**

- 3.1 The next meeting would be held on 6.30pm at Woolcombe House, 13 February 2023.
- 3.2 Cllr Chris Lockyear gave an update regarding the meeting he had held with South West Water, but they were not able to give much information until later in the year. Jan Metcalf updated the group on the E coli testing saying it was being carried out and she would update the group of the results at the next meeting.
- 3.3 Cllr Chris Lockyear also gave an update on the inferred camera survey saying that they surveyed 90 homes earlier this year and that all the homes were very engaged with the process. Cllr Lockyear would now look to arrange a meeting with all the members of the group to decide where to go from here.

#### **4 Natural Environment:**

**4.1** Ed Dolphin gave an update to the Working Group. The project to plant 14,000 trees was going well and that they had 3 sites already with a 4 in the pipeline. It was agreed by the group that there should be £600 made available to finance the trees for this year and £5,600 per year going forward for 4-5years until all 14,000 trees were planted.

#### **5 Built Environment**

**5.1** Cllr Richard Thurlow gave an update on the project Cllr Thurlow had received some quotes for cleaning the signs around the £2,600pa mark which the group thought was a little expensive so would like him to go back and look to see if he can get any more details. Also, the subgroup was to examine getting gullies cleared. Louise Cole would move on the project regarding the 2 old telephone boxes in the town and seeing what they can be used for.

#### **6 Sustainability and Engagement**

**6.1** An update was given stating that solar, wind and hydro power were not possible for the Sidmouth Valley area, but the group would be looking at Kelp farming. The group had looked at having EV Charging points up at the Knowle which would be possible at a cost of £4,500 for 2 charging points. (See appendix 1 and 2)

**6.2** Denise Bickley gave an update on making Sidmouth sustainable saying that Sidmouth was a plastic free town and that they were looking at creating a Website/App which would help people to understand how they can help reduce their carbon footprint. It was decided that Denise's group needed to work together with Cllr Chris Lockyear, Dave Bramley, Cllr Ian Barlow and Cllr Hillary Nelson as some projects seemed to overlap.

#### **7 Alma Field**

**7.1** Ed Dolphin gave an update saying that the field had been cut recently and looked better. It was agreed that the field should be cut once a year and the cuttings to be taken away.

#### **8 IRF Bid**

**8.1** A short update was given by Hilary Nelson on behalf of Cllr Louise Cole about the successful IRF bid. There has been progress on the process to deliver tourism for Sidmouth, as a result the group will be focussing on sustainable tourism.

.....  
CHAIR OF THE ENVIRONMENT COMMITTEE

REPORT OF SUBGROUP ON TOWN INFRASTRUCTURE.

The subgroup has been asked to investigate how to reduce the cluttering of the town centre with unnecessary signage and to the possibility of additional planters within the road layout to help improve the appearance of the town centre (including the repurposing of the telephone boxes) to add interest and vibrancy to the town centre whilst having particular regard to improving the environment and benefitting the economy.

1. Proliferation and excess signs. We started a review of signs and street furniture in the central area and main approach roads. This will be continued, and a review undertaken with EDDC and DCC. In due course. Discussions will be held with Chamber of Commerce on the use of A boards and other signs, particularly in the Conservation area.

a. Cleaning of signs. Most signs are dirty and create a poor impression of the town to visitors. It was felt that cleaning of signs should not be a volunteer activity. Cleaning should be undertaken once per year. An estimate for a firm to clean 250 signs in the town centre and approach roads was £2500,

2. Street Infrastructure in public realm, (Bollards/Lampposts etc). Many look dilapidated, some are missing. Discussions to be held with EDDC and DCC.

3. Gullies; Many appear not to have been cleaned for a number of years despite DCC schedules stating that they have been. Overflow leads to flooding and possible danger to road users. Discuss situation with DCC once significant problems have been identified.

4. Telephone boxes. We are considering the use of these.



## Appendix 2

### REPORT OF SUBGROUP ON ENERGY PRODUCTION AND EV CHARGING POINTS.

The subgroup has been asked to look into the “Provision of long-term production of electricity in the Sid valley, including Solar, Wind, Hydro or other means of production to make Sidmouth more sustainable. The subgroup was also asked to examine the provision of EV charging points at the Knowle car park the ownership of which will be transferred to STC.

#### 1. Energy Production

##### a. Background.

i. The area around Sidmouth is an area of Outstanding Natural Beauty, and a Coastal Conservation area. The coastline is a UNESCO World Heritage site. Lyme Bay, (the water surrounding Sidmouth) is a Marine Conservation area. This makes any proposal for any large-scale development very contentious.

b. Hydro generation. Based on knowledge of the coast, tidal and other factors, waters in the Sidmouth area are not in any way suitable for the generation of hydro power. Sidmouth wave or tidal conditions are not suitable for energy production. Tidal devices need a location with a good tidal race e.g., Anglesey, Scotland, Scillies.

c. Wind generation. The high cost, locations constraints and lack of wind make Sidmouth a very unlikely location for Wind energy. It may be worth exploring the services provide by “Ripple Energy” which builds wind turbines in suitable locations on a co-operative funding basis, investment proving electricity at reduced prices to co-operative funders.

d. Solar generation. Earlier research work by the now defunct “Sid Vale Energy” group, established that only one site in the Sid valley was suitable, (and available?) for a solar farm. This was near East Hill strips and is 5 acres in size. This are very small, as a commonly accepted output is 6-8 acres is needed to produce 1 megawatt. A major factor is the “upstream” capacity of Western Power to incorporate any power so generated. We have been told that this is a major constraint at the present time. However, we will continue to investigate this option.

e. Kelp farming, Kelp, (Seaweed) farming can provide a source of natural a material for energy production. We will investigate this further

f. Proposal. The sub-group will continue to investigate the issues and report back on any progress at the next meeting of the Environmental Working Group. We seek a budget of £1000

#### 2. EV charging at Knowle car park

a. We have discussed this with EDDC who are providing EV points at some of their car parks under a government subsidised installation scheme. It is unlikely that STC would be eligible for this. We have researched providers of the units and have had a meeting with an electrical contractor to discuss supply options. Installation is not difficult.

b. A constraint is that there are a number of providers, who offer equipment, but standards are still being developed.

c. Total cost of this is likely to be in the region of £4500, (Supply and installation of units), plus £XXXXXX (still awaiting quote from electrical contractor).

d. STC could set the tariffs providing a small payback on provision costs.

**Sidmouth Town Council - Detailed Income and Expenditure Report**

**Month 7 - October 2022**

|   | Actual         | Actual          | Current         | Budget          | Cumulative      |
|---|----------------|-----------------|-----------------|-----------------|-----------------|
|   | Current Month  | Year to Date    | Annual Budget   | Balance         | To + / From -   |
| <b><u>Council Services</u></b>            |                |                 |                 |                 | EMReserves      |
| Public Conveniences                       | 0              | -1,076          | 32,000          | 33,076          | 0               |
| Youth Service Support                     | 11,906         | 35,719          | 44,500          | 8,781           | 0               |
| Flower Beds, Planters & Watering          | 0              | 10,580          | 16,000          | 5,420           | 0               |
| Christmas Lighting & Events               | 0              | 7,214           | 14,500          | 7,286           | 0               |
| Donation to Christmas Lighting (Income)   | 0              | 0               | -1,500          | -1,500          | 0               |
| Tourism Promotion                         | 6,285          | 45,531          | 50,000          | 4,469           | -25,000         |
| Tourism Promotion Income                  | -870           | -3,791          | -22,000         | -18,209         | 0               |
| Innovation & Resilience Fund              | 55,853         | 61,963          | 0               | -61,963         | -61,963         |
| Innovation & Resilience Fund (Income)     | -3,000         | -171,209        | 0               | 171,209         | 171,209         |
| Verge Cutting, Town Maintenance & Weeding | 1,896          | 12,811          | 20,500          | 7,689           | 0               |
| Verge Cutting DCC Grant (Income)          | 0              | 0               | -4,800          | -4,800          | 0               |
| Street Furniture                          | 0              | 0               | 5,000           | 5,000           | 0               |
| Sidmouth Information Centre               | 0              | 17,600          | 32,600          | 15,000          | 0               |
| Water Fountains & Defib Mtce              | 338            | 1,077           | 1,400           | 323             | 0               |
| Dog Hygiene Bins                          | 0              | 1,380           | 2,000           | 620             | 0               |
| War Memorials                             | 0              | 1,270           | 100             | -1,170          | -1,170          |
| Parish Paths Partnership Payments         | 0              | 1,208           | 0               | -1,208          | -1,208          |
| Parish Paths Partnership (Income)         | 0              | -2,000          | 0               | 2,000           | 2,000           |
|   | <b>£72,408</b> | <b>£18,277</b>  | <b>£190,300</b> | <b>£172,023</b> | <b>£83,868</b>  |
| <b><u>Discretionary Expenditure</u></b>   |                |                 |                 |                 |                 |
| Grants                                    | 0              | 21,000          | 21,000          | 0               | 0               |
| Admiral Nurse                             | 0              | 5,000           | 5,000           | 0               | 0               |
| Sidmouth Folk Festival                    | 0              | 35,000          | 35,000          | 0               | 0               |
| Sidmouth Town Band                        | 0              | 5,000           | 5,000           | 0               | 0               |
| Sidmouth in Bloom                         | 0              | 10,000          | 10,000          | 0               | 0               |
| South West Museum Development             | 0              | 800             | 800             | 0               | 0               |
| Sidmouth Air Show                         | 1,222          | 24,420          | 12,500          | -11,920         | 0               |
| Donation to Sidmouth Air Show (Income)    | -8             | -8,193          | 0               | 8,193           | 0               |
| Environment Working Group                 | 1,410          | 2,361           | 4,000           | 1,639           | 0               |
| Covid-19 Expenses                         | 0              | 533             | 2,500           | 1,967           | 0               |
| Community Infrastructure Levy Payments    | 0              | 57,035          | 0               | -57,035         | -57,035         |
| Community Infrastructure Levy (Income)    | 0              | 0               | 0               | 0               | 0               |
| Rayson Bequest - Fireworks/Light Displays | 0              | 490             | 0               | -490            | -490            |
| Rayson Bequest - Natural/Sidmouth History | 0              | 0               | 0               | 0               | 0               |
| Rayson Bequest - Party/Celebrations       | 0              | 4,308           | 0               | -4,308          | -4,308          |
| Woolley Bequest Payments                  | 0              | 0               | 0               | 0               | 0               |
| Woolley Bequest (Income)                  | 0              | -3              | 0               | 3               | 3               |
|   | <b>£2,624</b>  | <b>£157,751</b> | <b>£95,800</b>  | <b>-£61,951</b> | <b>-£61,830</b> |

## Sidmouth Town Council - Detailed Income and Expenditure Report

### Month 7 - October 2022

|   | Actual         | Actual         | Current         | Budget          | Cummulative     |
|---|----------------|----------------|-----------------|-----------------|-----------------|
|   | Current Month  | Year to Date   | Annual Budget   | Balance         | To + / From -   |
| <b><u>Woolcombe House</u></b>             |                |                |                 |                 |                 |
| Services Gas/Water/Elec                   | 461            | 3,093          | 5,000           | 1,907           | 0               |
| Woolcombe House Business Rate             | 3,555          | 7,111          | 7,600           | 489             | 0               |
| Woolcombe House (Loan Interest&Repayment) | 0              | 7,445          | 14,890          | 7,445           | 0               |
| Woolcombe House-General Maintenance       | 7,443          | 11,358         | 6,000           | -5,358          | -5,358          |
|   | <b>£11,459</b> | <b>£29,007</b> | <b>£33,490</b>  | <b>£4,483</b>   | <b>-£5,358</b>  |
| <b><u>Other Property</u></b>              |                |                |                 |                 |                 |
| Alma Lane Field                           | 105            | 105            | 200             | 95              | 0               |
| Manstone Youth Centre                     | 22,838         | 47,951         | 85,000          | 37,049          | 0               |
| Manstone Sports and Play Areas            | 768            | 3,370          | 2,000           | -1,370          | -1,370          |
| Long Park S106 Income                     | 0              | 0              | 0               | 0               | 0               |
| Long Park & Play Area                     | 8,921          | 44,775         | 1,500           | -43,275         | -9,000          |
| Seafront Amenity Building                 | 817            | 9,691          | 33,000          | 23,309          | 0               |
| The Arches East (Income)                  | 0              | -12,128        | -22,500         | -10,372         | 0               |
| Conservatory Maintenance                  | 0              | 260            | 2,000           | 1,740           | 0               |
| Knowle Parkland & Amphitheatre            | 0              | 0              | 20,000          | 20,000          | 0               |
| Knowle Parkland & Amphitheatre (Income)   | 0              | 0              | 0               | 0               | 0               |
| Stowford Community Centre                 | 0              | 765            | 0               | -765            | -765            |
| Fire Beacon Stewardship                   | 0              | 0              | 7,000           | 7,000           | 0               |
| Fire Beacon Stewardship (Income)          | 0              | 0              | 0               | 0               | 0               |
| Sidmouth Golf Club (Income)               | 0              | -5             | -5              | 0               | 0               |
| Elec Pole Rent (Income)                   | 0              | -41            | -40             | 1               | 0               |
|   | <b>£33,449</b> | <b>£94,743</b> | <b>£128,155</b> | <b>£33,412</b>  | <b>-£11,135</b> |
| <b><u>Trust Property</u></b>              |                |                |                 |                 |                 |
| <b><u>The Ham</u></b>                     |                |                |                 |                 |                 |
| The Ham Ground Mtce                       | 170            | 830            | 2,000           | 1,170           | 0               |
| The Ham Other Mtce                        | 0              | 7,138          | 14,000          | 6,862           | 0               |
| The Ham Play Equipment                    | 52,702         | 74,099         | 1,500           | -72,599         | -17,384         |
| The Ham S106 (Income)                     | 0              | 0              | 0               | 0               | 0               |
| The Ham Reserve                           | 0              | 0              | 2,000           | 2,000           | 0               |
| The Ham Utility Building                  | 0              | 1,111          | 5,000           | 3,889           | 0               |
| The Ham 3Phase Power                      | 0              | 1,622          | 1,800           | 178             | 0               |
| The Ham Rent (Income)                     | 0              | -9,483         | -10,000         | -517            | 0               |
| <b><u>Manstone</u></b>                    |                |                |                 |                 |                 |
| Manstone Land Ground Mtce                 | 60             | 420            | 800             | 380             | 0               |
| Manstone Other Maintenance                | 0              | 275            | 1,600           | 1,325           | 0               |
| Manstone Reserve                          | 0              | 0              | 2,000           | 2,000           | 0               |
| Manstone Rent (Income)                    | 0              | -1,357         | -1,380          | -23             | 0               |
| <b><u>Salcombe Regis</u></b>              |                |                |                 |                 |                 |
| S.R. Allotment Field                      | 0              | 3,500          | 0               | -3,500          | 0               |
| S.R. Recreation Field Rent (Income)       | 0              | -525           | -525            | 0               | 0               |
|   | <b>£52,932</b> | <b>£77,630</b> | <b>£18,795</b>  | <b>-£58,835</b> | <b>-£17,384</b> |

## Sidmouth Town Council - Detailed Income and Expenditure Report Month 7 - October 2022

|                                  | Actual<br>Current Month | Actual<br>Year to Date | Current<br>Annual Budget | Budget<br>Balance | Cummulative<br>To + / From -<br>EMReserves |
|----------------------------------|-------------------------|------------------------|--------------------------|-------------------|--|
| <b><u>Members</u></b>            |                         |                        |                          |                   |  |
| Members/Chair's Allowances       | 0                       | 4,401                  | 6,100                    | 1,699             | 0  |
| Chair's Expenses                 | 100                     | 443                    | 2,000                    | 1,557             | 0  |
| Members Expenses/Training        | 0                       | 0                      | 800                      | 800               | 0  |
| Elections                        | 0                       | 0                      | 10,000                   | 10,000            | 0  |
| Civic & Hospitality              | 0                       | 0                      | 1,000                    | 1,000             | 0  |
| Civic Regalia                    | 0                       | 1,957                  | 0                        | -1,957            | -1,957                                     |
|                                  | <b>£100</b>             | <b>£6,801</b>          | <b>£19,900</b>           | <b>£13,099</b>    | <b>-£1,957</b>                             |
| <b><u>Staff</u></b>              |                         |                        |                          |                   |  |
| Salaries                         | 8,150                   | 57,049                 | 98,000                   | 40,951            | 0  |
| Pensions                         | 1,615                   | 11,306                 | 20,000                   | 8,694             | 0  |
| Project Support                  | 0                       | 0                      | 20,000                   | 20,000            | 0  |
| Staff Eye Tests                  | 35                      | 95                     | 100                      | 5                 | 0  |
| Training & Conferences           | 0                       | 0                      | 1,000                    | 1,000             | 0  |
| Officers Expenses                | 0                       | 100                    | 500                      | 400               | 0  |
|                                  | <b>£9,800</b>           | <b>£68,550</b>         | <b>£139,600</b>          | <b>£71,050</b>    | <b>£0</b>                                  |
| <b><u>Office Expenses</u></b>    |                         |                        |                          |                   |  |
| Postage                          | 217                     | 221                    | 1,000                    | 779               | 0  |
| Stationery                       | 449                     | 1,536                  | 1,200                    | -336              | 0  |
| Telephone                        | 798                     | 2,707                  | 3,800                    | 1,093             | 0  |
| Subscriptions                    | 0                       | 2,228                  | 2,400                    | 172               | 0  |
| Photocopier                      | 0                       | 62                     | 800                      | 738               | 0  |
| Internet, website and webcams    | 0                       | 2,040                  | 4,000                    | 1,960             | 0  |
| Computer Software Contracts      | 1,072                   | 2,010                  | 1,500                    | -510              | -510                                       |
| Computer Maintenance Contingency | 518                     | 1,000                  | 1,000                    | 0                 | 0  |
| Advertisements                   | 0                       | 0                      | 500                      | 500               | 0  |
| Audit                            | 0                       | 1,750                  | 2,000                    | 250               | 0  |
| Insurance                        | 0                       | 5,352                  | 5,500                    | 148               | 0  |
| Sundry                           | 44                      | 346                    | 1,000                    | 654               | 0  |
| Bank Charges                     | 84                      | 154                    | 300                      | 146               | 0  |
| Bank Interest Received (Income)  | -7                      | -91                    | -300                     | -209              | 0  |
|                                  | <b>£3,175</b>           | <b>£19,315</b>         | <b>£24,700</b>           | <b>£5,385</b>     | <b>-£510</b>                               |

**Sidmouth Town Council - Detailed Income and Expenditure Report  
Month 7 - October 2022**

| <b>Expense Group Totals</b>        | Actual<br>Current Month | Actual<br>Year to Date | Current<br>Annual Budget | Budget<br>Balance | Cummulative<br>To + / From -<br>EMReserves |
|------------------------------------|-------------------------|------------------------|--------------------------|-------------------|--|
| Council Services                   | 72,408                  | 18,277                 | 190,300                  | 172,023           | 83,868                                     |
| Discretionary Expenditure          | 2,624                   | 157,751                | 95,800                   | -61,951           | -61,830                                    |
| Woolcombe House                    | 11,459                  | 29,007                 | 33,490                   | 4,483             | -5,358                                     |
| Other Freehold Property            | 33,449                  | 94,743                 | 128,155                  | 33,412            | -11,135                                    |
| Trust Property                     | 52,932                  | 77,630                 | 18,795                   | -58,835           | -17,384                                    |
| Members                            | 100                     | 6,801                  | 19,900                   | 13,099            | -1,957                                     |
| Staff                              | 9,800                   | 68,550                 | 139,600                  | 71,050            | 0  |
| Office Expenses                    | 3,175                   | 19,315                 | 24,700                   | 5,385             | -510                                       |
| Precept Received                   | 0                       | -650,740               | -650,740                 | 0                 |  |
| <b>Net Income over Expenditure</b> | <b>£185,947</b>         | <b>-£178,666</b>       | <b>£0</b>                | <b>£178,666</b>   | <b>-£14,306</b>                            |

**Current/Deposit Bank Accounts**

*of which*

|  |            |
|--|------------|
|  | £1,108,869 |
| <b>Woolley Bequest</b>                         | £5,981     |
| <b>Rayson Bequest Fireworks/Light Displays</b> | £55,689    |
| <b>Rayson Bequest Natural/Sidmouth History</b> | £56,180    |
| <b>Rayson Bequest Party/Celebrations</b>       | £51,872    |
| <b>Innovation &amp; Resilience Fund</b>        | £109,246   |
| <b>Earmarked Reserves</b>                      | £523,402   |

**SIDMOUTH TOWN COUNCIL  
DRAFT LIST OF MEETING DATES  
JAN 2023 – MAY 2024**

*Council meetings will be held as detailed on each individual agenda.  
Working Group meetings will be held via Zoom unless otherwise detailed.*

**2023**

|          |      |    |  |
|----------|------|----|--|
| JANUARY  | Wed  | 04 | PLANNING WORKING GROUP                       |
|          | Mon  | 09 | COUNCIL                                      |
|          | Mon  | 16 | ENVIRONMENT WORKING GROUP                    |
|          | Wed  | 18 | PLANNING WORKING GROUP                       |
|          | Mon  | 23 | ESTIMATES & GRANTS                           |
| FEBRUARY | Wed  | 01 | PLANNING WORKING GROUP                       |
|          | Mon  | 06 | COUNCIL                                      |
|          | Wed  | 15 | PLANNING WORKING GROUP                       |
| MARCH    | Wed  | 01 | PLANNING WORKING GROUP                       |
|          | Mon  | 06 | COUNCIL                                      |
|          | Mon  | 13 | TOURISM & ECONOMY WORKING GROUP              |
|          | Wed  | 15 | PLANNING WORKING GROUP                       |
|          | Wed  | 29 | PLANNING WORKING GROUP                       |
| APRIL    | Mon  | 03 | COUNCIL & TOWN ASSEMBLY ( <i>Venue tba</i> ) |
|          | Wed  | 12 | PLANNING WORKING GROUP                       |
|          | Mon  | 24 | ENVIRONMENT WORKING GROUP                    |
| MAY      | Wed  | 03 | PLANNING WORKING GROUP                       |
|          | Thur | 04 | <i>Local Government Elections</i>            |
|          | Mon  | 22 | ANNUAL COUNCIL                               |
|          | Wed  | 24 | PLANNING WORKING GROUP                       |
|          | Wed  | 31 | PLANNING WORKING GROUP                       |
| JUNE     | Mon  | 12 | COUNCIL                                      |
|          | Wed  | 14 | PLANNING WORKING GROUP                       |
|          | Mon  | 19 | TOURISM & ECONOMY WORKING GROUP              |
|          | Wed  | 28 | PLANNING WORKING GROUP                       |
| JULY     | Mon  | 03 | COUNCIL                                      |
|          | Mon  | 10 | ENVIRONMENT WORKING GROUP                    |
|          | Wed  | 12 | PLANNING WORKING GROUP                       |
|          | Wed  | 26 | PLANNING WORKING GROUP                       |
| AUGUST   | Mon  | 07 | COUNCIL                                      |
|          | Wed  | 09 | PLANNING WORKING GROUP                       |
|          | Wed  | 23 | PLANNING WORKING GROUP                       |

|           |     |    |                                 |
|-----------|-----|----|---------------------------------|
| SEPTEMBER | Mon | 04 | COUNCIL                         |
|           | Wed | 06 | PLANNING WORKING GROUP          |
|           | Mon | 11 | TOURISM & ECONOMY WORKING GROUP |
|           | Wed | 20 | PLANNING WORKING GROUP          |
| OCTOBER   | Mon | 02 | COUNCIL                         |
|           | Wed | 04 | PLANNING WORKING GROUP          |
|           | Mon | 09 | ENVIRONMENT WORKING GROUP       |
|           | Mon | 16 | PRE-BUDGET                      |
|           | Wed | 18 | PLANNING WORKING GROUP          |
| NOVEMBER  | Wed | 01 | PLANNING WORKING GROUP          |
|           | Mon | 06 | COUNCIL                         |
|           | Wed | 15 | PLANNING WORKING GROUP          |
|           | Wed | 29 | PLANNING WORKING GROUP          |
| DECEMBER  | Mon | 04 | COUNCIL                         |
|           | Mon | 11 | TOURISM & ECONOMY WORKING GROUP |
|           | Wed | 13 | PLANNING WORKING GROUP          |

## 2024

|          |     |    |  |
|----------|-----|----|--|
| JANUARY  | Wed | 03 | PLANNING WORKING GROUP                       |
|          | Mon | 08 | COUNCIL                                      |
|          | Mon | 15 | ENVIRONMENT WORKING GROUP                    |
|          | Wed | 17 | PLANNING WORKING GROUP                       |
|          | Mon | 22 | ESTIMATES & GRANTS                           |
|          | Wed | 31 | PLANNING WORKING GROUP                       |
| FEBRUARY | Mon | 05 | COUNCIL                                      |
|          | Wed | 14 | PLANNING WORKING GROUP                       |
|          | Wed | 28 | PLANNING WORKING GROUP                       |
| MARCH    | Mon | 04 | COUNCIL                                      |
|          | Mon | 11 | TOURISM & ECONOMY WORKING GROUP              |
|          | Wed | 13 | PLANNING WORKING GROUP                       |
|          | Wed | 27 | PLANNING WORKING GROUP                       |
| APRIL    | Mon | 08 | COUNCIL & TOWN ASSEMBLY ( <i>Venue tba</i> ) |
|          | Wed | 10 | PLANNING WORKING GROUP                       |
|          | Mon | 22 | ENVIRONMENT WORKING GROUP                    |
|          | Wed | 24 | PLANNING WORKING GROUP                       |
| MAY      | Wed | 08 | PLANNING WORKING GROUP                       |
|          | Mon | 13 | ANNUAL COUNCIL                               |
|          | Wed | 22 | PLANNING WORKING GROUP                       |

***Council meetings will be held as detailed on each individual agenda.  
Working Group meetings will be held via Zoom unless otherwise detailed.***

### Notes

- All meetings listed above are open to the public. The public may however be asked to leave some meetings on specified grounds.
- Trustee meetings will be held as required at the rising of a council meeting. An agenda will be published for these in the normal way.