

SIDMOUTH TOWN COUNCIL



WOOLCOMBE HOUSE
WOOLCOMBE LANE
SIDMOUTH
DEVON
EX10 9BB

Telephone: 01395 512424
Email: towncouncil@sidmouth.gov.uk
Website: www.sidmouth.gov.uk

To: All Members of the Town Council
Town Clerk

31 January 2023

For information:

District Councillor for Sidmouth not on the Town Council

Dear Sir/Madam,

Meeting of Sidmouth Town Council Monday 6 February 2023 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,

A handwritten signature in black ink, appearing to read 'Chris Holland', written over a horizontal line.

Christopher E Holland
Town Clerk

A G E N D A

- | | <u>Page/s</u> |
|---|---------------|
| <u>PART 'A'</u> | |
| 1 Apologies
To receive any apologies for absence. | |
| 2 Minutes
To confirm the minutes of the Town Council meetings held on Mondays 9 and 23 January 2023. | 4 - 12 |
| 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 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.)

8 Working Group Reports

8.1 Planning Working Group

To receive the reports of the Planning Working Group meetings held on Wednesdays 4 and 18 January 2023.

8.2 Tourism & Economy Working Group

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

8.3 Environment Working Group

To receive an update, if appropriate, from the Chair of the Environment 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 Youth Provision Working Group

To receive an update, if appropriate, from the Chair of the Youth Provision Working Group.

9 Reports from Members with Special Responsibilities

9.1 Finance Report

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

b) To receive the Finance Report for December 2022.

9.2 Other Reports from Members with Special Responsibilities

To receive other notified reports from other Members.

13 – 16

17 – 20

10 **East Devon District Council's Street Trading Policy Consultation**

East Devon District Council's Licensing Department has notified the Town Council of the proposed changes to East Devon District Council's Street Trading Policy and ongoing consultation process. The Council is invited to reply to the consultation, though any individual can reply to the process via the website.

21 – 23

Copy
attached
to agenda
email

SIDMOUTH TOWN COUNCIL
Minutes of the Meeting of Sidmouth Town Council
held in the Council Chamber, Woolcombe House,
Woolcombe Lane, Sidmouth
on Monday 9 January 2023 at 6.30pm

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

The meeting started at 6.30pm and finished at 7.25pm.

PART 'A'

103 Minutes

The minutes of the meeting of the Town Council held on Monday 5 December 2022 were signed as a true and accurate record.

104 Declarations of Interest

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

105 Matters of Urgency or Report from the Chair

- i. Councillor Brokenshire notified the Council that he intended to step down as Councillor at the end of the evening. He thanked Councillors past and present and the Town Clerk and staff for their support over the years and commented that he had enjoyed the time spent serving the people of Sidford Ward and the town. Responding, The Chair of the Council thanked Councillor Brokenshire for his long service (since 1999) and hoped that he would still stay in touch in the future.
- ii. The Chair of Council reported that the CAPS group (Climate Awareness Partnership Sidmouth which was part of the Biodiversity Group and working with the Environment Working Group towards encouraging public engagement in environmental issues) had the opportunity to ask an MSC student at Exeter University to do some work for the group.

cont'd...

Such a project would involve only light costs associated with travelling and expenses and could be a good way of studying public engagement in this and other Council projects. Members agreed that the Council would officially support the scheme and involvement of an Exeter University student.

106 Public Open Question Time

- i. There were no questions from the Public.
- ii. Councillor Louise Cole asked District Councillors if there was any news regarding the Rockfish restaurant development at the former Drill Hall. District Members advised that there was no new public news though it was noted that design work and relations teams had made initial contact with both District and Town Officers.
- iii. During discussion of the new Rockfish restaurant, Town Members also asked District Councillors if there had been any progress on the review of Public Toilets after significant consultation with the public and Council. It was noted that District Officers were progressing the issues but that no new information was available at this time.

107 Police Advocate Report

Councillor Dent, Devon and Cornwall Police Advocate, reported that in the latest communications from the Police they had advised that there were no significant areas for concern. The most recent spate of crime had centred around the theft of Catalytic Converters from vehicles whilst on people's driveways. Another minor but very time-consuming number of incidents had centred around loose animals on highways and land owners were encouraged to keep a regular check on their livestock boundaries.

RESOLVED: That the Police Advocate report be noted.

108 Working Group Reports

108.1 Planning Working Group Reports

Councillor Dent, Chair of the Planning Working Group, presented the reports of the Planning Working Group meetings held on Wednesdays 30 November and 14 December 2022.

RESOLVED: that the Planning Working Group reports be noted.

108.2 Tourism & Economy Working Group Report

Councillor Cole, Chair of the Tourism & Economy Working Group, reported that the recent Coast Meets Country Project Imaginarium brainstorming event, held at the Victoria Hotel and kindly provided by the hotel at no cost to help attract key and high-level tourism providers to the meeting to discuss the future of sustainable tourism had been very successful. It was also noted that the individual town pages for the Coast Meets Country Project had been published on time at the end of 2022.

RESOLVED: That the report be noted.

108.3 Environment Working Group

There was no report.

108.4 Council Resources Review Working Group

Councillor Lockyear, Chair of the Council Resources Review Working Group reported that a meeting of the Working Group would be arranged shortly.

108.5 Youth Provision Working Group

There was no report.

109 Reports from Members with Special Responsibilities

109.1 Finance Report

In Councillor Turner's absence, Councillor Thurlow presented the Finance Report for November 2022.

RESOLVED: That the Finance Report for November 2022 be noted.

109.2 Other Reports from Members with Special Responsibilities

In light of the recent negative portrayal of the Beach management Project that East Devon District Council was leading, Councillor Lockyear gave a brief update on the current state of the scheme:

- A draft Outline Business Case for the additional breakwater, groyne on East Beach, splash wall foundation upgrade and some raising, and recharge and recycle has been prepared.
- Changes to the funding template has caused delays to the previously published timetable
- The funding shortfall was £3 million but recent work has reduced this to £1.7 million
- There is engineering and commercial uncertainty and as a consequence the risk budget attached to this project is significant
- EDDC are proposing covering this shortfall through loans but hopeful that as further work is done the risk budget can be reduced to a point where the project can be funded without the EDDC loan.
- Either way, the project will proceed.
- The Advisory Group will have the opportunity to view the Outline Business Case before submission
- Outline Business Case will be submitted in Q1 2023
- Outline Business Case is a funding document and does not commit to the final design. Detailed engineering design should start before the end of 2023
- A subgroup of the Advisory group will be formed to help shape the scope for the detailed design and modelling stage.
- Construction of the structures is hoped to be undertaken in 2025

110 Weddings in Connaught Gardens

Members were asked to consider the East Devon District Council letter and report regarding weddings in Connaught Gardens.

RESOLVED: the District Council be advised that;

- a) The Town Council was pleased that EDDC had taken account of its views, allowing Weddings only (not receptions) at the gardens.
- b) The hybrid model and principle of weddings only being permitted to take place at Connaught Gardens continued to be supported by the Town Council.
- c) Members echoed the reasoning surrounding the value of the weddings to tourism and the contribution to the wider economy of the area, particularly within the shoulder season to the main summer tourism season. They agreed that this should be included in any review of costs.
- d) Members felt that the District Council was significantly under-pricing itself with regard to the venue, even with the proposed revised pricing.
- e) The sole partnership with the Clock Tower restaurant was not supported. Members felt that this facility in the gardens should continue to be enjoyed by all at all times and not be closed for weddings. They also expressed concern that it was showing prejudice towards one business over others in the same sector within East Devon by the District Council.

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CHAIR OF THE COUNCIL

SIDMOUTH TOWN COUNCIL
Minutes of the Meeting of Sidmouth Town Council
held in the Council Chamber, Woolcombe House,
Woolcombe Lane, Sidmouth
on Monday 23 January 2023 at 6.30pm

Ward	Councillors Present:
Sidmouth North	Jenny Ware
Sidmouth South	Denise Bickley
	Kelvin Dent
	Chris Lockyear (Chair)
	Hilary Nelson (Vice Chair)
	Rachel Perram
Sidmouth West	Louise Cole
Sidford	Marianne Rixson
Sidbury	John Loudoun
Apologies:	Ian Barlow, Charissa Evans, Stuart Hughes, Dawn Manley, Richard Thurlow, Jeff Turner

The meeting started at 6.30pm and finished at 7.35pm.

PART 'A'

111 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Chris Lockyear	Sidmouth Science Festival	Personal	Remained in the meeting during discussion and voting	Member of Sidmouth Science Festival Committee
Cllr Chris Lockyear	Sidmouth Biodiversity Group	Personal	Remained in the meeting during discussion and voting	Member of Sidmouth Biodiversity Group
Cllr Chris Lockyear	Sidmouth Twinning Circle	Personal	Remained in the meeting during discussion and voting	Member of Sidmouth Twinning Circle
Cllr Hilary Nelson	Sidmouth Parish Church (Gateway)	Personal	Remained in the meeting during discussion and voting	Member of Gateway Project
Cllr Kelvin Dent	Sid Vale Community Productions	Personal	Remained in the meeting during discussion and voting	Acquainted with members of Sid Vale Community Productions
Cllr Louise Cole	SCCH Seafest	Personal	Remained in the meeting during discussion and voting	Director of Sidmouth Coastal Community Hub CIC
Cllr Louise Cole	Sidmouth Community Carnival	Personal	Remained in the meeting during discussion and voting	Director of Sidmouth Coastal Community Hub CIC
Cllr Louise Cole	Sidmouth Jazz & Blues Festival	Personal	Remained in the meeting during discussion and voting	Director of Sidmouth Coastal Community Hub CIC
Cllr Louise Cole	SCCH Wallspace Project	Personal	Remained in the meeting during discussion and voting	Director of Sidmouth Coastal Community Hub CIC
Cllr Louise Cole	Sid Valley Biodiversity Group	Personal	Remained in the meeting during discussion and voting	Director of Sidmouth Coastal Community Hub CIC

Clr Louise Cole	Sid Valley HELP	Personal	Remained in the meeting during discussion and voting	Member of the Sid Valley HELP WHAT project team
Clr Louise Cole	Oasis Drop in Café	Personal	Remained in the meeting during discussion and voting	Father attends the Oasis Drop in Café
Town Clerk, Christopher Holland	Sidmouth Town Band	Personal	Remained in the meeting during discussion and voting	Member of Sidmouth Town Band
Town Clerk, Christopher Holland	Sidmouth Jazz and Blues Festival	Personal	Remained in the meeting during discussion and voting	Musician and potential performer in free community concerts

112 Matters of Urgency or Report from the Chair

The Chair reminded Members that it had been resolved that four specimen trees would be purchased and planted to commemorate the Coronation of King Charles III and proposed that a memorial stone plaque be placed in the centre, all would be funded from the Rayson Bequest.

RESOLVED: That:

1. In addition to the four trees to represent each of the countries of the United Kingdom, a memorial stone plaque be purchased and erected at the same site to explain the commemoration of the Coronation.
2. Consideration would be given to sourcing a large clock and possible tide clock to be erected on the exterior of The Arches to be viewed from the esplanade and beach.

113 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.

114 Proposed Estimates 2023/2024

Councillor Lockyear presented the proposed estimates report for 2023/2024.

RESOLVED: That:

1. the Town Council precept for 2023/2024 be set at £680,520 representing £97.59 Parish Tax at Council Tax Band 'D'.
2. the breakdown of estimates for 2023/2024 be agreed (as attached schedule).

115 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'

116 Grant Applications

Members were asked to consider Grant applications for the financial year 2023/2024.

RESOLVED: That:

1. 2023/2024 Grants be allocated to organisations, as per the attached schedule, at a total of £23,000.
2. for the year 2024-25, major festivals and events are removed from the grant award system and budgeted for separately under Discretionary Expenditure in the same way as for Sidmouth Folk Festival, Sidmouth in Bloom and Sidmouth Town Band.

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CHAIR OF THE COUNCIL

SIDMOUTH TOWN COUNCIL 2023-2024 BUDGETS LISTING

Council Services

Public Conveniences	£32,500
Youth Service Support	£47,630
Flower Beds, Planters & Watering	£17,000
Christmas Lighting & Events	£15,500
Donation to Christmas Lighting (Income)	-£1,750
Tourism Promotion	£50,000
Tourism Promotion (Income)	-£26,000
Verge Cutting, Town Maintenance & Weeding	£24,500
Verge Cutting DCC Grant (Income)	-£4,950
Street Furniture & Pedestrianisation	£5,000
Sidmouth Information Centre	£32,700
Water Fountains & Defib Mtce	£2,000
Dog Hygiene Bins	£2,000
War Memorials	£2,500
	£198,630

Discretionary Expenditure

Grants	£23,000
Sidmouth Folk Festival	£36,000
Sidmouth Town Band	£5,500
Sidmouth in Bloom	£11,000
South West Museum Development	£800
Sidmouth Air Show	£12,500
Environment Working Group	£12,000
	£100,800

Woolcombe House

Services Gas/Water/Elec	£7,000
Woolcombe House Business Rate	£7,600
Woolcombe House (Loan Interest & Repayment)	£14,890
Woolcombe House General Maintenance	£7,000
	£36,490

Other Freehold Property

Alma Lane Field	£200
Manstone Youth Centre	£85,000
Manstone Sports and Play Areas	£2,000
Long Park & Play Area	£1,500
Seafront Amenity Building	£36,000
The Arches East (Income)	-£24,250
Conservatory Maintenance	£2,000
Knowle Parkland & Amphitheatre	£10,000
Fire Beacon Nature Reserve	£7,000
Sidmouth Golf Club (Income)	-£5
Elec Pole Rent (Income)	-£40
	£119,405

Trust Property

The Ham

The Ham Ground Mtce	£2,000
The Ham Other Mtce	£24,000
The Ham Play Equipment	£1,500
The Ham Reserve	£2,000
The Ham Utility Building	£5,000
The Ham 3Phase Power	£3,000
The Ham Rent (Income)	-£10,000

Manstone

Manstone Ground Mtce	£800
Manstone Other Maintenance	£1,600
Manstone Reserve	£2,000
Manstone Rent (Income)	-£1,380

Salcombe Regis

S.R. Recreation Field Rent (Income)	-£525
	£29,995

Members

Members/Chair's Allowances	£6,100
Chair's Expenses	£2,000
Members Expenses/Training	£800
Elections	£5,000
Civic & Hospitality	£2,000
	£15,900

Staff

Salaries	£109,000
Pensions	£22,000
Project Support	£20,000
Staff Eye Tests	£100
Training & Conferences	£1,000
Officers Expenses	£500
	£152,600

Office Expenses

Postage	£500
Stationery	£1,500
Telephone	£4,000
Subscriptions	£2,600
Photocopier	£800
Internet, website and webcams	£4,000
Computer Software Contracts	£3,000
Computer Maintenance Contingency	£3,000
Advertisements	£500
Audit	£2,500
Insurance	£5,500
Sundry	£1,000
Bank Charges	£300
Bank Interest Received (Income)	-£2,500
	£26,700

Expense Group Totals

Council Services	£198,630
Discretionary Expenditure	£100,800
Woolcombe House	£36,490
Other Freehold Property	£119,405
Trust Property	£29,995
Members	£15,900
Staff	£152,600
Office Expenses	£26,700
Total Estimated Precept	£680,520

Represents Parish Tax at Council Tax Band 'D' £97.59

SIDMOUTH TOWN COUNCIL GRANTS 2023/2024

<u>NAME OF FESTIVAL/EVENT</u>	<u>2023/2024</u>	<u>2024/2025</u> <i>(in principle)</i>	<u>2025/2026</u> <i>(in principle)</i>	<u>2026/2027</u> <i>(in principle)</i>
Sidmouth & East Devon Walking Festival	1,000	1,000	1,000	1,000
Sidmouth Carnival	500	500	500	500
Sidmouth Coastal Community Hub CIC (Seafest)	2,500	2,500	2,500	2,500
Sidmouth Jazz & Blues Festival	2,000			
Sidmouth Science Festival	3,050	3,050	3,050	3,050
<u>NAME OF ORGANISATION</u>				
Citizens Advice East Devon	2,500			
East Devon Support Group (Parkinsons UK)	750			
Oasis Drop in Café	1,000			
SCCH (Wallspace Project)	1,000			
Sid Vale Community Productions	200			
Sid Valley HELP	3,000			
Sidmouth Amateur Radio Society	300			
Sidmouth Netball Club	550			
Sidmouth Parish Church (Clock)	200			
Sidmouth Parish Church (Gateway)	1,000			
Sidmouth Parish Church (Patronage Fund)	100			
Sidmouth Ten Tors	750			
Sidmouth Twinning Circle	1,000			
Sidmouth Watersports Hub <i>(Conditional)</i>	1,600	<i>(not to be paid until released by Town Clerk)</i>		
TOTAL from GRANTS budget	£23,000	£7,050	£7,050	£7,050

ALLOCATIONS FROM GENERAL BUDGET 2023/2024

<u>NAME OF ORGANISATION</u>	
Sidmouth Folk Festival	36,000
Sidmouth Town Band	5,500
Sidmouth in Bloom	11,000
TOTAL from GENERAL budget	£52,500

**Sidmouth Town Council's Planning Working Group
held on Wednesday 4 January 2023**

(The Working Group met virtually)

Councillors present: Kelvin Dent (Chair)
Deirdre Hounsom
Ian Barlow
Rachel Perram
Jenny Ware
John Loudoun

Apologies: Steven Kendall-Torry, Chris Lockyear, Jeff Turner

The meeting started at 10.00 am and finished at 10.20 am

296 Declarations of Interest

No declarations of interest were made.

297 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.

298 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 14 December 2022.

299 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.

- 300** 22/2129/LBC Ms Hook Flat 1, Sidbury House, Buckley Road, Sidbury, Sidmouth, EX10 0SL.
Sidbury Ward and Mr Install double doors leading into sitting room and the insertion of a
Hamilton supporting lintel

SUPPORT subject to the views of the Conservation Officer

- 301** 22/2731/FUL Mrs K 166 Manstone Avenue, Sidmouth, EX10 9TJ. Proposed first floor
North Ward Watson rear extension.

SUPPORT

Note: Members requested that a condition be added to ensure that materials match the brick and render of the existing building.

- 302** 22/2756/FUL Mr Victoria Hotel, The Esplanade, Sidmouth, Devon, EX10 8RY.
South Ward Matthew Construction of two new poolside family rooms and associated
Raistrick parking spaces, and extension to existing poolside family guest
room.

SUPPORT

303 Trees in Conservation Areas

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

- a) 22/2513/TCA Francis Hillhead, St Mary, Broadway, Sidmouth, EX10 8RQ. Ash - Fell
South Ward Pang

Works Noted

304 Trees with Preservation Orders

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

- a) 22/2495/TRE Mr Simon Council Offices Lane to The Knowle, Knowle, Sidmouth, EX10 8HL.
South Ward Bryant Judas Tree (10) - remove extended branch over driveway to growth
(McCarthy point circa 1.3m above ground level. Hornbeam (15) - prune to
Stone) provide 4-5m clearance over driveway and prune away from crown
of tree 16. Oak (19) - reduce length of branches over road by circa
2m. Sycamore (36) - remove SW limb at circ 5m above ground
level, pruning back to side branch 3m from trunk. Reduce W crown
by circa 1.5m. Sycamore (56) - Prune SW extending branches circa
1.5m. Eucalyptus (76) - remove E growing stems. Leyland Cypress
(78) - cut back from driveway to provide circa 1m clearance from
kerb edge. Noble Fir (79) - dismantle to the ground. Tree number
5, 10, 12, 15, 19, 36, 56, 71, 76, 78, 79 and areas A - G the reason
for undertaking the tree works is good arboricultural husbandry. All
tree works are outlined on the Tree Works Plan that has been
submitted with this application.

APPROVED subject to the conditions as recommended by the Arboricultural Officer

305 New Tree Preservation Order

None received

306 Exemption to a Tree Preservation Order

None received

307 Appeals

None received

308 Unsupported decisions

None received

309 Enforcement Letters

No Enforcement letters were received.

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CHAIR OF THE PLANNING WORKING GROUP

**Sidmouth Town Council's Planning Working Group
held on Wednesday 18 January 2023**

(The Working Group met virtually)

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

Apologies: Jeff Turner

The meeting started at 10.00 am and finished at 10.35 am

310 Declarations of Interest

Cllr Chris Lockyear	22/2630/TCA. Appletreewick, Sidmouth, EX10 8RH.	Personal Interest	Remained in the meeting during discussion and did not vote.	Acquainted with the applicant
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311 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.

312 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 4 January 2023.

313 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.

- 314** 22/2753/FUL Steven Dolan 3 Packhorse Close, Sidford, Devon, EX10 9RR. Replacement of old panel fence for a new feather board fence 1.8 metre high.

UNABLE TO SUPPORT

- The height and design of fence would not be in keeping with the character of the area creating a visually intrusive and unnatural barrier, tantamount to over development which would be contrary to Policy 7 and Policy 6 (Local Distinctiveness) of the Sid Valley

- 315** 23/0005/FUL Mr Clive Rook 4 Brook Close, Two Bridges Road, Sidford, Sidmouth, EX10 9PN. Demolition of existing side porch and garage; construction of a single storey side extension incorporating an integral garage.

SUPPORT

- 316** 22/2800/FUL Mr & Mrs Thomas Killalea 107 Winslade Road, Sidmouth, Devon, EX10 9EZ. Construction of first floor side extension and ground floor bay window

SUPPORT

317 Trees in Conservation Areas

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

- a) 22/2630/TCA Jo Kinder Appletreewick, Sidmouth, EX10 8RH. Beech x6 (T1): reduce the canopy on roadside boundary by approximately 15%, pruning cuts not exceeding 50mm in diameter. T2 To remove 1 Laylandii to ground level on Western boundary. Reason for works, Proximity to two dwellings, to allow Prunus Lusitanica to reestablish in border. T3 To reduce Prunus Lusitanica by approximately 25%. Reason for works, to achieve a robust structure to help prevent further limb failure and promote regrowth at a lower level.

NOTED

318 Trees with Preservation Orders

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

- a) 22/2640/TRE Mrs Marisa Flat 12, Knowle Grange, Knowle Drive, Sidmouth, EX10 8HN. Yew South Ward Whatley x3: remove more than the annual growth (total height to be approximately 6 metres, crown radius to be maintained at the current size).

DEFERRED waiting Arboricultural Officer report.

319 New Tree Preservation Order

None received

320 Exemption to a Tree Preservation Order

None received

321 Appeals

None received

322 Unsupported decisions

None received

323 Enforcement Letters

No Enforcement letters were received.

324 Local Plan update.

A short update was given by Cllr Loudoun on the draft of the East Devon Local Plan. In addition to the response to the Consultation Draft of the Local Plan already submitted by the Town Council, Members of the Working Group considered that Sidm_24 which is allocated as employment land within the current Local Plan should no longer be allocated. The land has not been developed and no longer appears to be needed for employment. The only proviso, however, is that the land immediately adjoins the sewerage works and may be required in due course for an enlargement of these facilities.

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CHAIR OF THE PLANNING WORKING GROUP

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 9 - December 2022

	Actual	Actual	Current	Budget	Cummulative
	Current Month	Year to Date	Annual Budget	Balance	To + / From -
<u>Council Services</u>					EMReserves
Public Conveniences	0	-1,076	32,000	33,076	0
Youth Service Support	0	35,719	44,500	8,781	0
Flower Beds, Planters & Watering	3,200	13,780	16,000	2,220	0
Christmas Lighting & Events	0	7,214	14,500	7,286	0
Donation to Christmas Lighting (Income)	-1,750	-1,750	-1,500	250	0
Tourism Promotion	4,150	49,931	50,000	69	-27,500
Tourism Promotion Income	-1,811	-11,248	-22,000	-10,752	0
Innovation & Resilience Fund	11,143	74,684	0	-74,684	-74,684
Innovation & Resilience Fund (Income)	0	-176,209	0	176,209	176,209
Verge Cutting, Town Maintenance & Weeding	1,896	16,603	20,500	3,897	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	32,600	32,600	0	0
Water Fountains & Defib Mtce	125	1,277	1,400	123	0
Dog Hygiene Bins	0	1,380	2,000	620	0
War Memorials	0	4,154	100	-4,054	-2,000
Parish Paths Partnership Payments	0	1,208	0	-1,208	-1,208
Parish Paths Partnership (Income)	0	-2,000	0	2,000	2,000
	£16,953	£46,267	£190,300	£144,033	£72,817

Discretionary Expenditure

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	0	24,420	12,500	-11,920	0
Donation to Sidmouth Air Show (Income)	0	-8,193	0	8,193	0
Environment Working Group	0	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
	£0	£157,751	£95,800	-£61,951	-£61,830

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 9 - December 2022

	Actual	Actual	Current	Budget	Cumulative
	Current Month	Year to Date	Annual Budget	Balance	To + / From -
<u>Woolcombe House</u>					
Services Gas/Water/Elec	541	4,090	5,000	910	0
Woolcombe House Business Rate	0	7,111	7,600	489	0
Woolcombe House (LoanInterest&Repayment)	7,444	14,889	14,890	1	0
Woolcombe House-General Maintenance	401	12,069	6,000	-6,069	-6,069
	£8,386	£38,159	£33,490	-£4,669	-£6,069

Other Property

Alma Lane Field	0	105	200	95	0
Manstone Youth Centre	2,788	57,502	85,000	27,498	0
Manstone Sports and Play Areas	0	3,370	2,000	-1,370	-1,370
Long Park S106 Income	0	-34,623	0	34,623	0
Long Park & Play Area	85	44,945	1,500	-43,445	-9,000
Seafront Amenity Building	1,298	13,261	33,000	19,739	0
The Arches East (Income)	-6,125	-18,253	-22,500	-4,247	0
Conservatory Maintenance	130	390	2,000	1,610	0
Knowle Parkland & Amphitheatre	0	0	20,000	20,000	0
Stowford Community Centre	0	765	0	-765	-765
Fire Beacon Stewardship	0	0	7,000	7,000	0
Sidmouth Golf Club (Income)	0	-5	-5	0	0
Elec Pole Rent (Income)	0	-41	-40	1	0
	-£1,824	£67,416	£128,155	£60,739	-£11,135

Trust Property

The Ham

The Ham Ground Mtce	110	1,050	2,000	950	0
The Ham Other Mtce	6,517	13,655	14,000	345	0
The Ham Play Equipment	0	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	2,349	5,000	2,651	0
The Ham 3Phase Power	31	1,714	1,800	86	0
The Ham Rent (Income)	0	-9,483	-10,000	-517	0

Manstone

Manstone Land Ground Mtce	60	540	800	260	0
Manstone Other Maintenance	0	275	1,600	1,325	0
Manstone Reserve	0	0	2,000	2,000	0
Manstone Rent (Income)	-345	-1,702	-1,380	322	0

Salcombe Regis

S.R. Allotment Field	0	3,500	0	-3,500	0
S.R. Recreation Field	0	0	0	0	0
S.R. Recreation Field Rent (Income)	0	-525	-525	0	0
	£6,373	£85,472	£18,795	-£66,677	-£17,384

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 9 - December 2022

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
<u>Members</u>					
Members/Chair's Allowances	0	4,401	6,100	1,699	0
Chair's Expenses	300	818	2,000	1,182	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
	£300	£7,176	£19,900	£12,724	-£1,957
<u>Staff</u>					
Salaries	8,722	78,846	98,000	19,154	0
Pensions	1,730	15,576	20,000	4,424	0
Project Support	0	6,000	20,000	14,000	0
Staff Eye Tests	0	95	100	5	0
Training & Conferences	0	0	1,000	1,000	0
Officers Expenses	0	100	500	400	0
	£10,452	£100,617	£139,600	£38,983	£0
<u>Office Expenses</u>					
Postage	136	494	1,000	506	0
Stationery	97	1,731	1,200	-531	0
Telephone	-1	2,882	3,800	918	0
Subscriptions	25	2,253	2,400	147	0
Photocopier	0	101	800	699	0
Internet, website and webcams	1,500	3,540	4,000	460	0
Computer Software Contracts	0	2,151	1,500	-651	-651
Computer Maintenance Contingency	1,317	2,317	1,000	-1,317	-1,317
Advertisements	0	0	500	500	0
Audit	0	1,750	2,000	250	0
Insurance	0	5,352	5,500	148	0
Sundry	104	456	1,000	544	0
Bank Charges	11	175	300	125	0
Bank Interest Received (Income)	-190	-304	-300	4	0
	£2,999	£22,898	£24,700	£1,802	-£1,968

Sidmouth Town Council - Detailed Income and Expenditure Report Month 9 - December 2022

Expense Group Totals	Actual	Actual	Current	Budget	Cummulative
	Current Month	Year to Date	Annual Budget	Balance	To + / From - EMReserves
Council Services	16,953	46,267	190,300	144,033	72,817
Discretionary Expenditure	0	157,751	95,800	-61,951	-61,830
Woolcombe House	8,386	38,159	33,490	-4,669	-6,069
Other Freehold Property	-1,824	67,416	128,155	60,739	-11,135
Trust Property	6,373	85,472	18,795	-66,677	-17,384
Members	300	7,176	19,900	12,724	-1,957
Staff	10,452	100,617	139,600	38,983	0
Office Expenses	2,999	22,898	24,700	1,802	-1,968
Precept Received	0	-650,740	-650,740	0	
Net Income over Expenditure	£43,639	-£124,984	£0	£124,984	-£27,526

Current/Deposit Bank Accounts

£1,089,068

of which

Woolley Bequest

£5,981

Rayson Bequest Fireworks/Light Displays

£55,689

Rayson Bequest Natural/Sidmouth History

£56,180

Rayson Bequest Party/Celebrations

£51,872

Innovation & Resilience Fund

£101,525

Earmarked Reserves

£517,903

Report to: Council
Date of Meeting: 6 February 2023
Public Document: Yes
Exemption: None



Agenda Item 10

Subject:

East Devon District Council's Street Trading Policy Consultation

Purpose of report:

The purpose of this report is to consider the Draft Street Trading Policy being consulted on by East Devon District Council

Recommendation:

That consideration is given to and a response agreed to the East Devon District Council Street Trading Policy consultation

Reason for recommendation:

To respond to the Street Trading Policy consultation

Officer:

Town Clerk

Financial implications:

None

Risk:

Low Risk

Background information:

EDDC Consultation, Advice from Licensing Services, Minutes of Sidmouth Town Council & Tourism and Economy Committee and Working Group Meetings

Report in full

Background

1. East Devon District Council's (EDDC) Licensing Department has contacted the Council to notify it of the proposed changes to EDDC's Street Trading Policy and consultation process.
2. Street trading includes stalls at outdoor events, street stalls, street markets, outdoor markets, festivals, roadside food vans and food vans in car parks (including supermarket car parks). In fact, anything where someone is selling goods on the streets, or outside in pedestrian areas or open spaces constitutes street trading.
3. In 2017 the Council had designated all of its administrative area as a Consent Street for street trading purposes, although street trading has remained prohibited in Sidmouth apart from that promoted and charged for by EDDC on the Esplanade during the Folk Festival. The current Street Trading policy was adopted in 2017 following extensive public consultation but now requires updating since it was initially implemented.

Draft Policy Consultation (text provided by EDDC Licensing Services)

4. The EDDC Licensing Committee authorised the public consultation for the policy on the proposals to rescind all the Council's previous resolutions to designate streets as 'Prohibited Streets' and 'Consent Streets' within the district.

5. The EDDC Licensing Committee felt it appropriate to consider the matter of the whole district being a 'consent' location where street trading can be considered but only if prior consent is granted for trading. That requires the review of prohibitions around Sidmouth town centre that were last reviewed in 2017. This means that in the consent streets anyone wanting to street trade must obtain consent from the Council first.
6. New Proposals also include extending the trading period for Sidmouth seafront. The sale of food and alcohol is not currently possible along the seafront and is it not being proposed in the future should seasonal changes be considered. The review is also considering the level of fees payable by applicants to trade across East Devon due to the costs borne by officers in administering applications.
7. The new draft street trading policy supports a street trading experience that is diverse, vibrant and adds to the social and cultural fabric of East Devon while maintaining, protecting and enhancing our environment. The policy aims to ensure that it meets the needs of traders, residents, businesses and visitors to East Devon. An emphasis on safer street trading and the introduction of application and administrative fees are also proposed.
8. Proposals under the new draft street trading policy include to extend the period of time each year when seasonal craft items and non-food/drink trading may occur on The Esplanade, Sidmouth. This is currently restricted to one week during Sidmouth Folk Festival and new proposals would allow applications to be considered during a period annually from 1 May to 1 September only. It is proposed to change the designation of the Prohibited Streets in Sidmouth (where street trading is at all times forbidden by law) to designate as Consent Streets (where street trading is prohibited without the consent of EDDC) as applications cannot be accepted for trading in those areas under the current street trading policy.
9. The draft policy currently under consultation also includes additional measures to determine the suitability of applicants who may wish to apply to trade, together with reviewing procedures upon receipt of a suitable application to satisfy safety measures. The policy will continue to seek avoidance of conflict with like trading outlets, avoidance of nuisance and the trading presence should not present any additional risk. The consultees that will be contacted prior to a street trading consent being granted include Devon County Council Highways, Devon and Cornwall Police, Devon and Somerset Fire & Rescue Service where appropriate, Environmental Health Teams, relevant Ward Members, the Town Council and any other appropriate organisation or business that may have a relevant need to be consulted.
10. **Sidmouth Town Council's involvement**
The Council's Tourism and Economy Committee and Working Group has discussed the issue on several occasions including attendances by the EDDC Licensing Manager. It was first discussed in September 2019 when Members had considered the report of the EDDC Licensing Manager, when it was resolved to discuss this further in the Tourism and Promotion TaFF.
11. At the March 2020 Tourism & Economy Committee meeting it was resolved that the Council would continue discussions with EDDC and to gather evidence in order to review Street Trading with Sidmouth Town Council in the future to include a summary of the additional information on licensing more specifically areas in other towns who had permitted trading streets to find out about any issues they may have experienced.

12. In March 2022 the Tourism and Economy Working Group, subsequently supported by full Council, requested that Sidmouth be included for consideration for a new Street Trading Policy which would start the collaboration process and would be followed by public consultation.

Summary

13. Ultimately, the aim of the new policy is to retain a controlled street trading environment which complements premises-based trading, is sensitive to the needs of residents, provides diversity of consumer choice, and seeks to enhance the character and ambience of local environments and provides overall economic benefits.
14. The change of Policy would allow Community and Council events to apply for street trading to help support their events whilst still allowing the Councils to control the number and type of trading at other times. The Licensing Manager has on several occasions stated that the nature of many of Sidmouth's narrow streets and roads would, without road closures, prevent ad hoc street trading which could be contained to public and community events which had such closures.
15. Should locations remain as Prohibited Streets upon conclusion of the review however, trading will remain impossible as Consent cannot be granted for any reason including Farmer's Markets, community run events or local events promoted by the Town, District or County Council.

RECOMMENDATION: That consideration is given to and a response agreed to the East Devon District Council Street Trading Policy consultation

A copy of the draft policy has been attached to the agenda email and the public consultation closes at midnight on Sunday 26 February 2023.

Town Clerk
31 January 2023