



# SIDMOUTH TOWN COUNCIL

WOOLCOMBE HOUSE  
WOOLCOMBE LANE  
SIDMOUTH  
DEVON  
EX10 9BB

Telephone: 01395 512424  
Email: [towncouncil@sidmouth.gov.uk](mailto:towncouncil@sidmouth.gov.uk)  
Website: [www.sidmouth.gov.uk](http://www.sidmouth.gov.uk)  
VAT Reg. No. 142 3103 24

To: All Members of the Town Council  
Town Clerk

28 September 2022

Dear Sir/Madam,

**Meeting of Sidmouth Town Council  
in its Capacity as Trustee  
Monday 3 October 2022  
on the rising of the Council Meeting**

You are hereby summoned to attend the above meeting to be held in the Council Chamber, Woolcombe House, 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> To receive any apologies for absence.	
2 <b>Minutes</b> To confirm the minutes of the Trustee Meeting held on Monday 4 July 2022.	3 – 4
3 <b>Declarations of Interest</b> 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 <b>Matters of Urgency</b> 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> To agree any items to be dealt with after the public (including the press) have been excluded. There are no items which the Town Clerk recommends should be dealt with in this way.	

**6 Use of The Ham – Sea Fest 20 – 21 May 2022**

Sidmouth Coastal Community Hub has requested permission to use The Ham for Sidmouth Sea Fest 2023; the festival dates will be Friday 19 May and Saturday 20 May with a similar format to 2022. They are seeking permission to use The Ham for set up from Tuesday 16 in order to install marquees, production equipment and site decoration, with the site being cleared on Sunday 21 May. If granted permission, SCCH would then apply for a road closure from the sailing club to the turning circle and for a TENS licence and food trading licences as has been done for previous Sea Fests.

They anticipate a fundraising event on the Friday and the main event on Saturday.

SCCH are working to make changes and improvements based on feedback received which had overwhelmingly been positive and will be attending a review with the EDDC safety advisory group in October and are committed to ensuring the event is run safely and without negative environmental or social impacts.

**7 Use of Salcombe Regis Recreation Field – Norm’s Helium Loops – 17-19 March 2023**

Members are asked to note that, using his delegated authority, the Town Clerk has given permission to Climb South West to run the Norm’s Helium Loops event at Salcombe Regis Recreation Field from 17 to 19 March 2023.

Both Ward Members and Chair of Council had agreed to this request, with the provision that, as before, with regard to the other public footways and the recreation field itself the Council asked that the organisers minimise any disruption to other users.

Details of the event are similar to 2022 when they used Salcombe Regis Recreation Field and scout hut for the event. Norm's Helium Loops would run from 9am on Saturday 18 March 2023, with a maximum run time of 36 hours. The 2022 winners achieved 24 loops (132km with 6,000m height gain), but this is expected to be beaten next year.

A few people may also camp on the Friday night prior to the run.

**SIDMOUTH TOWN COUNCIL**  
**Minutes of the meeting of Sidmouth Town Council**  
**in its Capacity as Trustee**  
**held at Sidmouth Methodist Church Hall**  
**on Monday 4 July 2022**  
**on the rising of the Council Meeting**

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

The meeting started at 7.40pm and finished at 7.55pm.

**PART 'A'**

**1 Minutes**

The minutes of the Trustee meetings held on Monday 4 April 2022 were signed as a true and accurate record.

**2 Declarations of Interest**

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

**3 Matters of Urgency**

- Councillor Cole reported that the Sidmouth Coastal Community Hub CIC had been successful in a funding bid to the National Lottery fund and had been awarded £10,000 towards the second stage of the Coral Reef & Wave Border Garden at The Ham working with residents and the Council as Trustee to improve the gardens and walkways. This would enable the installation of a second seating area, additional planting and information boards.
- The Chair reported that a request to use The Ham had been received the day after the agenda had been issued:  
Simon DeVey, Anderton and Rowland Fun Fair, had written to request permission to use The Ham to run a fun fair alongside the Sidmouth Carnival. They planned to arrive after 6pm on Sunday 18 September 2022, set up on Monday 19 and Tuesday 20, operating days would be Wednesday 21 to

Saturday 24 and the fair would take down and leave by midday on Sunday 25 September 2022.

Opening times requested were:

Wednesday and Thursday 5pm to 9.30pm

Friday 5pm to 10pm

Saturday (carnival day) 12 midday to 11pm

**RESOLVED:** That:

1. Permission be granted to Simon DeVey to run an Anderton & Rowland fun fair on The Ham; arriving after 6pm on Sunday 18 September 2022, set up on Monday 19 and Tuesday 20, operating days to be Wednesday 21 to Saturday 24 and take down and leave by midday on Sunday 25 September 2022.
2. Opening times would be:  
Wednesday and Thursday 5pm to 9.30pm  
Friday 5pm to 10pm  
Saturday (carnival day) 12 midday to 11pm
3. In line with the Town Council's Environmental policy single use plastic must not be used or sold at this event.

#### **4 Use of The Ham – Friday 14 July 2023**

Teri Murphy, Chair of the Newton Poppleford Primary School PTFA had written to request permission to use The Ham as a venue to host a circus on Friday 14th July 2023. The intention had been to host the event at the local Newton Poppleford school, but unfortunately the school field was not big enough. The big top would be 27m x 18m holding 600 people and tickets would be on sale to the general public, with proceeds to the Newton Poppleford Primary School PTFA.

The circus would arrive in the morning (no large lorries and only vans were required) and set up during the day. The circus show would start at 6pm until 8pm and consisted of 2 x 45 minutes with a break. The big top would come down the same evening by no later than 10pm and the troop would vacate the venue early the following morning normally, at 7.30am but this could be made later if desired to avoid any disturbance. For security purposes the circus troupe had small caravan trailers that they sleep in and some individuals would need to stay on site overnight (as with the Funfair) and would need access to running water, electricity and a toilet. Though the organisers had indicated that they could provide their own welfare facility on site, it was possible that EDDC could work with them to keep the Port Royal toilets open for one night.

**RESOLVED:** That:

1. Permission be granted to Newton Poppleford Primary School PTFA to use The Ham as a venue to host a circus on Friday July 2023, running from 6pm to 8pm.
2. In line with the Town Council's Environmental policy single use plastic must not be used or sold at this event.

.....  
**CHAIR OF THE COUNCIL**