

SIDMOUTH TOWN COUNCIL

WOOLCOMBE HOUSE
WOOLCOMBE LANE
SIDMOUTH
DEVON
EX10 9BB

Telephone: 01395 512424

Email: towncouncil@sidmouth.gov.uk

Website: www.sidmouth.gov.uk

27 February 2024



To: All Members of the Town Council
Town Clerk

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

Dear Sir/Madam,

Meeting of Sidmouth Town Council Monday 4 March 2024 on the Rising of the Annual Town Assembly

You are hereby summoned to attend the above meeting to be held at **St Francis Hall, Woolbrook, 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.

All Members are requested to read agenda papers in advance of the meeting. If any Member has a query about an agenda item, they should contact the Town Clerk, Chair or Vice Chair prior to the date of the meeting.

Members of the public are very welcome to attend and speak at this meeting during item 6 of the agenda. 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.

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 meeting held on Monday 5 February 2024.	3 – 6
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 **Committees and Working Group Reports**
- 7.1 Planning Working Group
 To receive the reports of the Planning Working Group meetings held on Wednesdays 31 January and 14 February 2024. 7 – 13
- 7.2 Tourism & Economy Committee
 To receive an update, if appropriate, from the Chair of the Tourism & Economy Committee.
- 7.3 Environment Committee
 To receive the report of the Environment Committee meeting held on Monday 12 February 2024. 14 – 16
- 7.4 Council Resources Working Group
 To receive an update, if appropriate, from the Chair of the Council Resources Working Group.
- 7.5 Youth Provision Working Group
 To receive an update, if appropriate, from the Chair of the Youth Provision Working Group.
- 8 **Reports from Members with Special Responsibilities**
- 8.1 Finance Report
 To receive the Finance Report for January 2024. 17 – 20
- 8.2 Other Reports from Members with Special Responsibilities
 To receive other notified reports from other Members.

Forthcoming meetings:

MAR	Wed	13	PLANNING WORKING GROUP
	Wed	20	TOURISM & ECONOMY COMMITTEE
	Wed	27	PLANNING WORKING GROUP
APR	Mon	08	COUNCIL
	Wed	10	PLANNING WORKING GROUP
	Mon	22	ENVIRONMENT COMMITTEE
	Wed	24	PLANNING WORKING GROUP

SIDMOUTH TOWN COUNCIL
Minutes of the Meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 5 February 2024

Ward	Councillors Present:
Sidmouth North	Stephen Blakeway Bernie Davis Stuart Hughes
Sidmouth South	Kelvin Dent Paul Dodds Chris Lockyear (Chair) John Nicholson Rachel Perram
Sidmouth East	Lorraine Brown
Sidmouth West	Phil Weaver
Primley	Hilary Nelson (Vice Chair) Kevin Walker
Sidbury	John Loudoun
Sidford	Mike Goodman
Salcombe Regis	Ian Barlow Edward Willis Fleming

Apologies: Louise Laybury

The meeting started at 6.30pm and finished at 8.03pm.

PART 'A'

117 Minutes

The minutes of the meetings of the Town Council held on Monday 8 and 22 January 2024 were signed as a true and accurate record.

118 Declarations of Interest

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

119 Matters of Urgency or Report from the Chair

- The Chair reported that the most recent planning application for the site at the former Council Offices at Knowle in Sidmouth (23/0571/MFUL) had been refused by East Devon District Council's Development Management Committee. It was possible that the owners of the site would appeal and it was suggested that the Town Council's Planning Working Group could work to prepare a submission should it be needed.

RESOLVED: that the Planning Working Group be asked to prepare as is considered necessary, for any potential appeal against the recent planning application 23/0571/MFUL relating to development at the Knowle.

(Cllrs Kelvin Dent and Mike Goodman declared Personal Interest in the planning application as they lived adjacent to the site.

Cllr Ian Barlow declared a Personal interest in the application as he sat on East Devon District Council's Development Management Committee)

120 Public Open Question Time

- There were no questions from the public.
- Cllr John Loudoun asked County Councillor Stuart Hughes a question relating to flooding and drainage at Two Bridges Road, Sidford. Cllr Hughes answered that gully clearing and jetting together with clearing of verges had improved the situation but that works and investigations were ongoing to try and improve the road conditions in times of heavy rain.

121 South West Water

Charlie Ford of South West Water attended the meeting to give a briefing to Members on forthcoming major improvement works in the Sid Valley over the next few months and years which included improvements to water separation systems.

RESOLVED: That Charlie Ford be thanked for attending the meeting and the South West Water report be noted.

122 Police and Police Advocate Report

Councillor Nelson, Police Advocate, gave a report on Policing and recent developments in the area including that the Public Enquiry Office at Honiton had reopened. It was also noted that East Devon had the lowest level of victim-based crime in the UK and the 2nd lowest crime level overall in the UK.

RESOLVED: That the Police Advocate report be noted.

123 Working Group Reports

123.1 Planning Working Group Reports

Councillor Dent, Chair of the Planning Working Group, presented the reports of the Planning Working Group meetings held on Wednesdays 3 and 17 January 2024.

RESOLVED: that the Planning Working Group minutes be noted and decisions agreed.

123.2 Tourism & Economy Committee Report

Councillor Nelson, Chair of the Tourism & Economy Committee, reported that the Sidmouth Winter Festival of Light would be starting on 9 February and that there was due to be a meeting of the Committee on 20 March.

Members were also asked to note the confirmation of the absence of the RAF Aerobatic Team, the Red Arrows from the 2024 Regatta lineup due to an overseas tour. The Regatta Working Group had therefore, recommended that the 2024 event would be devoted to developing land and sea events. This would give the regatta team the opportunity to assess the popularity of a non-air event and compare this to previous years when there had been an Air Show, which was an aspiration expressed in the resolution of Full Council in November 2022.

The Regatta Working Group would also use the intervening months to work with the event production team on a business plan for future Regatta & Air Show events, including increasing monetisation of the Regatta and Air Show and working to enhance benefits to businesses and the town. It would also seek to have discussions within the Festivals Forum, where they would continue to work on cooperation with other festivals and improving infrastructure and sustainability.

123.3 Environment Committee

Councillor Barlow, Chair of the Environment Committee reminded Members that the next meeting of the Environment Committee was due to be held on Monday 12 February 2024. It was also noted that there would be a CAPS (Climate Awareness Partnership Sidmouth) presentation and talk on 29 February.

123.4 Council Resources Working Group

Councillor Lockyear, Chair of the Council Resources Working Group, gave an update on the recent Council Resources Working Group meeting. It was noted that East Devon District Council would shortly be writing to the Town Council offering the Category B/C toilets to the Council (Sidbury, Sidford and Long Park). The Town Council had to date, indicated that it was likely to only consider taking on the Long Park site as Public Toilets due to the location near other Council assets and other public amenities.

It was noted that Planning Permission to build the Arches Steps Project had been approved by East Devon District Council. The plan, to provide a pedestrian link and steps to the upper pathway at the Arches on to the paths around the Cricket pitch had first been suggested by the Vision Group and supported by the Sid Vale Association and Cricket Club. Since the initial idea had been suggested, memberships and the position of both the Cricket Club and Sid Vale Association had changed. Members too felt that other needs and schemes warranted prioritisation.

RESOLVED: that the Council would not take the Arches Steps Project any further at this time.

Councillor Lockyear also repeated that the Resources Working Group had received an updated proposal from Sidmouth Coastal Community Hub for the Ham Utility Building (Former Macerator) to create an art, culture and educational centre with a kitchen, garden and café. The Council would be drawing up an agreement form of lease for 10 years which would assist the group in securing grant funding.

If funding was obtained the lease would be agreed at a future Council meeting.

123.5 Youth Provision Working Group

Councillor Nelson, Chair of the Youth Provision Working Group, reported that the feasibility study into replacement of the current Youth Centre Building was ongoing and providing valuable information.

The next meeting of the group was on 21 February.

124 Reports from Members with Special Responsibilities

124.1 Finance Report

a) Councillor Lockyear presented the Finance Report for December 2023.

RESOLVED: That the Finance Report for December 2023 be noted.

b) 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 December 2023.

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 December 2023.

124.2 Parish Paths Partnership

Councillor Walker reminded Members of the work that the Sidmouth Parish Paths Partnership (P3) team did to help maintain and manage the numerous rural pathways and rights of way across the Sidmouth area.

RESOLVED: That the Parish Paths Partnership report be noted.

124.3 Sidmouth Wellbeing and Health Action Team (WHAT)

Councillor Davis reported that the WHAT team were incredibly grateful to the Council for their grant. It was noted that the team were still needing to source other funding to maintain the services offered.

RESOLVED: That the report on Sidmouth Wellbeing and Health Action Team funding be noted.

124.4 Beach Management Scheme (BMS)

Councillor Lockyear updated Members on the ongoing plans for beach management at Sidmouth. It was noted that the Beach Management Plan (BMP) had now become the Beach Management Scheme (BMS) due to EA and Government funding of £15 million being released. Together with other and local funding the scheme currently had a total cost of around £20 million and likely build date of July 2026 - July 2027.

RESOLVED: That the report on the BMS be noted.

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CHAIR OF THE COUNCIL

**Sidmouth Town Council's Planning Working Group
held on Wednesday 31 January 2024
(The Working Group met virtually)**

Councillors present: Kelvin Dent (Chair)
Chris Lockyear
Bernie Davis
John Loudoun
John Nicholson

Apologies: Cllr Rachel Perram

The meeting started at 10.00am and finished at 10.20am

744 Declarations of Interest

No declarations of interest were made.

745 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.

746 Minutes

Members agreed that delegated authority be given to the Chair of the Planning Working Group to sign as a true and accurate record the Minutes of the Planning Working Group meetings of 17 January 24.

747 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.

748	24/0075/FUL Sidford Village Ward	Mrs Caroline Cooper	11 Harcombe Lane, Sidford, Devon, EX10 9QN Construction of rear extension, loft conversion with new roof and timber cladding on South East and North West elevations.
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SUPPORT

749 Trees in Conservation Areas

a)	23/2690/TCA South Ward	The White Cottage, Cotmaton Road, Sidmouth, EX10 8QX. Maple: fell. Tulip tree: fell. (DR)
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NOTED

750 Trees with preservation order

Applications relating to Trees protected by a Tree Preservation Order.

- a) 24/0128/TRE Abbeydale, Manor Road, Sidmouth, EX10 8TA.
South Ward
T1 - Monterey Cypress: Dismantle in sections to near ground level and grind out stump to allow replacement planting (standard Pinus sylvestris 8-10cms girth or a Quercus spp.)

DEFERRED: Awaiting Officers report

- b) 24/0127/TRE Mr Spencer Brinkburn, Court Manor Road, Sidmouth, EX10 8SB.
South Ward Jarrett
T376, Lime : crown raise to 3m over public footpath to comply with the Highways Act 1980, maximum diameter of cuts (MDC) 50mm.
T377, Rowan : remove epicormic growth from base, MDC 25mm.
G1001, Limes (group of 4) : repollard, MDC 75mm.

DEFERRED: Awaiting Officers report

- c) 23/2228/TRE Altura 1, Broadway, Sidmouth, EX10 8XH.
South Ward
Fir - fell to ground level.

APPROVED: subject to conditions recommended by the Arboricultural Officer

751 Exemption to a Tree Preservation Order

None received.

752 Appeals

None received.

753 Unsupported decisions

- a) 23/1615/FUL Mrs Joanna Sid Abbey, West Sid Road, Sidmouth, Devon, EX10 9HN.
Salcombe Regis Jeffrey
Ward
Retrospective permission to retain replacement shed.
STC: SUPPORTED **EDDC: REFUSED**
Subject to LBC.
- b) 23/2262/VAR Mr & Mrs The Barn And Pinn Cottage, Bowd, Sidmouth, EX10 0ND.
North Ward Clinch
Application ref 23/2262/VAR: Removal of condition no.2 of permission ref: 7/39/02/P1130/00114: to allow use as an unrestricted dwelling.
STC: NO COMMENT **EDDC: REFUSED**

754 Enforcement Letters

None received.

755 Urgent Items

- a) 24/0041/TRE Mr Little Hayes, Salcombe Hill Road, Sidmouth, EX10 8JR.
Salcombe Regis Matthew x2 Ash - T12 and T13 of TPO 19/0003/TPO: fell.
Ward Player

Members were advised of the above application, which was deferred at the last meeting awaiting the Arboricultural Officer's report. It was understood that there was much concern from neighbours regarding the condition and safety of the trees.

RESOLVED: that in the interest of expediency due to concerns regarding the safety of the trees, the Town Clerk in consultation with the Chair of the Working Group, be given delegated authority to approve the works subject to a supporting report being received from the Local Planning Authority Arboricultural Officer.

756 New Draft Local Plan Update

Work on preparing the new Local Plan was continuing,

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CHAIR OF THE PLANNING WORKING GROUP

**Sidmouth Town Council's Planning Working Group
held on Wednesday 14 February 2024**

(The Working Group met virtually)

Councillors present: Kelvin Dent (Chair)
Bernie Davis
John Nicholson
Louise Laybury
Rachel Perram

Apologies: Cllr Chris Lockyear
Cllr John Loudoun

Also present: Cllr Ian Barlow

The meeting started at 10.00am and finished at 11.25am

757 Declarations of Interest

Cllr Kelvin Dent	23/0571/MFUL	Personal	Left the Meeting during discussion and did not vote	Resident of Knowle Drive
Cllr Rachel Perram	24/0138/TCA	Personal	Stayed in the meeting. Item deferred.	Neighbour

758 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.

759 Minutes

Members agreed that delegated authority be given to the Chair of the Planning Working Group to sign as a true and accurate record the Minutes of the Planning Working Group meetings of 31 January 24.

760 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.

761 24/0146/ADV East Ward Sonja Critchley Joules, Market Place, Sidmouth, EX10 8AR.
Banking hubs signage and branding including 1no. externally illuminated heritage brand fascia and 2no. illuminated projecting signs. 1no. directory of services sign and 2no. illuminated marketing posters. An A4 opening hours sign, an A5 Assistance sign and an A5 CCTV sign will be positioned on the entrance door.

DEFERRED for further advice from the Local planning Authority

762 23/2603/FUL Sue Byes Lodge, Drakes Avenue, Sidford, EX10 9QY.
Primely Ward Wiltshire Proposed loft conversion with construction of second floor rear dormer with cladding.

SPLIT DECISION:

SUPPORT: Proposed loft conversion and second floor rear dormer with cladding.

DO NOT SUPPORT: Full length French doors and Juliette balcony.

Members were concerned about the privacy of neighbouring dwellings.

763 24/0179/FUL Mr & Mrs June Cottage, Hillside Road, Sidmouth, Devon, EX10 8JG.
Salcombe Regis Jones Demolish existing dwelling, construction of single storey detached
Ward replacement dwelling.

SUPPORT

764 24/0098/FUL The Slade The Slade Centre, Donkey Sanctuary, Mire Lane, Salcombe Regis,
Salcombe Regis Centre, Mr Devon, EX10 0NU.
Ward Matthew Construction of a new shelter building for donkeys to replace
Maslen existing.

SUPPORT

765 24/0020/LBC Mr M Sand Lodge, Sidbury, EX10 0QN.
Sidbury Ward Coman Internal alterations (part retrospective) including: Replace cement render replaster with lime at First Floor and Ground Floor. Introduce stud partition walls to provide an ensuite (bedroom 1) at First Floor. Provide underfloor heating, wall hung balance flue combi oil boiler, paint existing flint wall (internal partition wall) at Ground Floor. External alterations (part retrospective) including: Replacement first floor hay loft window with double glazed window; introduce a external glazed panel door to the existing stable doorway retaining the stable door in-situ, replace uPVC guttering with timber gutter, replacement external timber steps to the north elevation of the lodge building.

SUPPORT: Subject to the views of the Conservation Officer.

766 23/0571/MFUL The Knowle, Sidmouth, EX10 8HH.
South Ward

Members considered the resolution of full Council made at its meeting held on Monday 5 February: “that the Planning Working Group be asked to prepare, as is considered necessary, for any potential appeal against the recent planning application 23/0571/MFUL relating to development at the Knowle.”

(Cllrs Kelvin Dent and Mike Goodman had declared Personal Interests in the planning application as they lived adjacent to the site. Cllr Ian Barlow declared a Personal interest in the application as he sat on East Devon District Council’s Development Management Committee).

Members agreed that they would like to see the Health Authority submit a formal letter highlighting the already stretched health care provision in the Sid Valley, including concerns over a lack of resources, both in health care and care support. Cllr John Nicholson would research potential legal costs and how best to progress.

767 Trees in Conservation Areas

a) 24/0138/TCA Mrs Deb Flat 1, Glenthorne, Convent Road, Sidmouth, EX10 8RL.
South Ward Swift
Pittisporum: crown reduce by no more than 1.5m and maintain clearance of 2.5m above footpath on Cheese Lane.

DEFERRED: Awaiting Officers report.

b) 24/0223/TCA 13 Cottington Court, Sidmouth, EX10 8HD.
South Ward
PROPOSAL: T1: Yew - reduce height by 1.5-2m, and reshape/prune back all lateral branches by 1-1.5 metres to leave a balanced form. Topping cuts of 6-9cm diameter. Lateral cuts of 3-6cm diameter.

DEFERRED: Awaiting Officers report.

768 Trees with preservation order

Applications relating to Trees protected by a Tree Preservation Order.

None received.

769 Exemption to a Tree Preservation Order

None received.

770 Appeals

None received.

771 Unsupported decisions

None received.

772 Enforcement Letters

None received.

773 Urgent Items

- a) 24/0041/TRE Little Hayes, Salcombe Hill Road, Sidmouth, EX10 8JR.
x2 Ash - T12 and T13 of TPO 19/0003/TPO: fell.

REFUSED: Refuse the felling the 2 ash trees, suggest they are surveyed during the summer months to assess Ash Dieback Disease. The 2 ash trees in the application, described as T12 and T13 can be seen easily from Salcombe Hill Road and make a significant contribution to the tree scape of the area and to local amenity. The felling of the trees would be detrimental to amenity and have a deleterious effect upon the character of the area. With reference to the reasons given in support of the application the harm is considered not to be justified and the Council refuses permission for the felling of the trees.

774 New Draft Local Plan Update

Work on preparing the new Local Plan was continuing, EDDC have been considering reducing the 'Green Wedge' between Sidford and Sidbury and including an allocation of housing adjoining the A375 road ref: LP_Sidm_06a to which the Town Council have already objected.

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CHAIR OF THE PLANNING WORKING GROUP

SIDMOUTH TOWN COUNCIL
Minutes of Sidmouth Town Council’s
Environment Committee held in the Council Chamber,
Woolcombe House, Woolcombe Lane, Sidmouth
on Monday 12 February 2024 at 6.30pm

Councillors present: Ian Barlow (Chair)
 Stephen Blakeway
 Bernie Davis
 Kelvin Dent
 Mike Goodman
 Chris Lockyear
 John Nicholson
 Rachel Perram
 Kevin Walker
 Philip Weaver

Invited Reps: Ed Dolphin (Sidmouth Arboretum)
 Jon Ball (Sidmouth Arboretum)
 Jan Metcalf (Sid valley Biodiversity Group)
 Diana East (Sidmouth Arboretum)
 Charles Sinclair (River Sid Project)
 Roger Wolley (Sidmouth in Bloom, Sid Bashers)
 Dave Bramley (CAPS)
 Jeremey Woodward (VGS)
 Katy Frost (FOGG)

Apologies: Councillor Hillary Nelson
 Councillor Edward Willis-Flemming

The meeting started at 6.30pm and finished at 8.35pm

PART ‘A’

46 Minutes

The minutes of the Environment Working Group meetings held on Monday 9 October 2023, were agreed, and signed.

47 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr and Cllr Chris Lockyear	All items	Personal	Remained in the Meeting during discussion and voting	Members of Sidmouth Arboretum
Cllr Ian Barlow, Chris Lockyear, Cllr Kevin Walker	All items	Personal	Remained in the Meeting during discussion and voting.	Members of Sidmouth Biodiversity Group
Cllr Rachel Perram	All items	Personal	Remained in the Meeting during discussion.	Member of Sidmouth Plastic Warriors

48 Matters of Urgency and Report

None reported.

49 Natural Environment:

- 49.1 Chairman Ian Barlow updated the meeting about the spread of Japanese Knotweed in the Sidmouth Area. The Chairman received a reply to his email to the local MP. The map of knotweed in the area needed updating.
- 49.2 Jan Metcalf from the Sid Valley Biodiversity group was invited to speak on her report regarding the Westcountry River Trust. She gave a brief overview of the River Sid Partnership project. Members acknowledged and thanked her for the concise report and ongoing hard work.
- 49.3 Councillor Chris Lockyear gave an update regarding his dialog with South West Water and the works they were doing and planning in the town.
- 49.4 Jon Ball from the Arboretum gave an update on the 10-year treeconomics report. The Committee praised their ongoing hard work.
RESOLVED: That option 3 of the options presented for purchasing data from the upcoming Treeconomics survey be accepted for £6000.
- 49.5 Ed Dolphin gave an update from the Arboretum on the project to plant 14,000 trees. Members thanked him and the group for his report and were impressed with the progress of over 9000 trees planted in 2 Years.

50 Built Environment

- 50.1 Roy Russell from Sidmouth Cycling Campaign presented his report on raising awareness and safety for cycling in the Sid Valley.
- 50.2 The Chairman discussed the work the Biodiversity group intends to do and the signage for the 'Beach Garden' in front of the Belmont.
RECOMMENDED: That the feasibility of an information board be examined by the Council and if permission was given by East Devon District Council to site such a sign, delegated authority be given to the Town Clerk in consultation with the Chair of Council and Chair of Environment Committee to purchase a board costing up to a maximum of £1500.
- 50.3 Jeremy Woodward discussed the VGS led, new Cherishing Sidmouth Cemeteries report and the relationship with STC and EDDC, including the contribution of volunteers and the issue of insurance cover. A request was given for funding for volunteer Hi-Viz jackets. Thanks was given to the ongoing commitment and work of the VGS group.
RESOLVED: A donation of £160 was granted by the Committee for the purchase of Hi-Viz vests.
- 50.4 Councillor Kelvin Dent gave a verbal report on the possibility of a woodland burial plot in the Sid Valley.
Councillor Dent and Walker agreed to set up a Working Group to investigate costings and potential sites and will report back to this committee at a later date.

50.5 Katy Frost (FOGG) gave a report on the refurbishment of Glen Goyle. It has won an outstanding award from Britain in Bloom. The Chair and Members gave thanks and appreciation to the FOGG group and everything they have achieved.

50.6 Councillor Rachel Perram gave a report on initiating a Tidy up Sidmouth Day/s.
RESOLVED: A Working Group with Councillors Perram, Weaver, Davis and Walker has been set up to deliver this.

50.7 The Chairman reported on assisting the County Highways with the ongoing issue of Potholes in the Sid Valley.

RECOMMENDED: Members to report every pothole and blocked drain to DDC. Chair of the Committee to liaise with the Town Clerk to discuss the possibility of outsourcing and insurance to fill the potholes independently. <https://www.devon.gov.uk/roads-and-transport/report-a-problem/report-a-pothole/report-a-pothole-form/> Blocked drains reported to https://www.devon.gov.uk/roads-and-transport/report-a-problem/map/map_src/sw/

50.8 Councillor Kelvin Dent gave a verbal report on the progress management plan of the Knowle Parkland and Gardens.

RESOLVED: Councillor Walker had joined the group “Friends of Knowle “as the Council representative and would assist them in liaising with the Council and contractors.

51 Engagement

51.1 An update on the CAPS project was given by Councillor Lockyear and Dave Bramley stressing the need for more engagement with the Community, forwarding information and educating about climate awareness.

RECOMMENDED: Chair to arrange a meeting to discuss how best to increase our social media coverage and get a larger audience for ongoing campaigns.

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CHAIR OF THE ENVIRONMENT COMMITTEE

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 10 - January 2024

Council Services

	Actual	Actual	Current	Budget	Cummulative
	Current Month	Year to Date	Annual Budget	Balance	To + / From -
					EMReserves
Public Conveniences	0	0	32,500	32,500	0
Youth Service Support	11,907	47,626	47,630	4	0
Flower Beds, Planters & Watering	0	14,988	17,000	2,012	0
Christmas Lighting & Events	7,970	15,720	15,500	-220	0
Donation to Christmas Lighting (Income)	0	-1,750	-1,750	0	0
Tourism Promotion	5,995	26,641	50,000	23,359	-8,800
Tourism Promotion Income	-4,062	-14,620	-26,000	-11,380	0
Innovation & Resilience Fund	0	56,937	0	-56,937	-56,937
Verge Cutting, Town Maintenance & Weeding	1,985	18,854	24,500	5,646	0
Verge Cutting DCC Grant (Income)	0	-4,983	-4,950	33	0
Street Furniture	0	2,450	5,000	2,550	0
Sidmouth Information Centre	1,000	32,700	32,700	0	0
Water Fountains & Defib Mtce	171	1,510	2,000	490	0
Dog Hygiene Bins	0	0	2,000	2,000	0
War Memorials	0	0	2,500	2,500	0
Parish Paths Partnership Payments	203	2,570	0	-2,570	-2,570
Parish Paths Partnership (Income)	0	-2,150	0	2,150	2,150
	£25,169	£196,493	£198,630	£2,137	-£66,157

Discretionary Expenditure

Grants	0	21,400	23,000	1,600	0
Sidmouth Folk Festival	0	36,000	36,000	0	0
Sidmouth Town Band	0	5,500	5,500	0	0
Sidmouth in Bloom	0	11,000	11,000	0	0
South West Museum Development	0	800	800	0	0
Sidmouth Regatta Air Show	0	41,528	12,500	-29,028	0
Donation to Sidmouth Regatta Air Show (Income)	0	-11,020	0	11,020	0
Environment Committee	0	4,374	12,000	7,626	0
Donation to use of Marquee (Income)	0	-50	0	50	0
Community Infrastructure Levy Payments	0	0	0	0	0
Community Infrastructure Levy (Income)	0	-19,199	0	19,199	19,199
Rayson Bequest - Fireworks/Light Displays	0	4,642	0	-4,642	-4,642
Rayson Bequest - Natural/Sidmouth History	0	0	0	0	0
Rayson Bequest - Party/Celebrations	0	2,288	0	-2,288	-2,288
Rayson Bequest - Fireworks/Light Displays (Inc)	0	-10,000	0	10,000	10,000
Rayson Bequest - Natural/Sidmouth History (Inc)	0	-10,000	0	10,000	10,000
Rayson Bequest - Party/Celebrations (Inc)	0	-10,000	0	10,000	10,000
Woolley Bequest Payments	2,500	3,018	0	-3,018	-3,018
	£2,500	£70,281	£100,800	£30,519	£39,251

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 10 - January 2024

	Actual	Actual	Current	Budget	Cummulative
	Current Month	Year to Date	Annual Budget	Balance	To + / From -
<u>Woolcombe House</u>					
Services Gas/Water/Elec	805	4,916	7,000	2,084	0
Woolcombe House Business Rate	0	8,426	7,600	-826	0
Woolcombe House (Loan Interest&Repayment)	0	14,889	14,890	1	0
Woolcombe House-General Maintenance	1,294	5,930	7,000	1,070	0
	£2,099	£34,161	£36,490	£2,329	£0
<u>Other Property</u>					
Alma Lane Field	0	0	200	200	0
Manstone Youth Centre	3,787	36,122	85,000	48,878	0
Manstone Sports and Play Areas	147	866	2,000	1,134	0
Long Park & Play Area	94	6,976	1,500	-5,476	-5,476
The Arches	7,625	32,155	36,000	3,845	0
The Arches East (Income)	0	-19,811	-24,250	-4,439	0
Conservatory Maintenance	0	520	2,000	1,480	0
Knowle Parkland & Amphitheatre	1,000	5,105	10,000	4,895	0
Knowle Parkland & Amphitheatre (Income)	0	-50,000	0	50,000	50,000
Fire Beacon Nature Reserve	0	4,630	7,000	2,370	0
Fire Beacon Nature Reserve (Income)	0	-3,088	0	3,088	3,088
Sidmouth Golf Club (Income)	0	-5	-5	0	0
Elec Pole Rent (Income)	0	-39	-40	-1	0
	£12,653	£13,431	£119,405	£105,974	£47,612
<u>Trust Property</u>					
<u>The Ham</u>					
The Ham Ground Mtce	121	1,210	2,000	790	0
The Ham Other Mtce	608	35,895	24,000	-11,895	-11,895
The Ham Play Equipment	0	3,615	1,500	-2,115	-2,115
The Ham Reserve	0	2,000	2,000	0	0
The Ham Utility Building	0	3,903	5,000	1,097	0
The Ham 3Phase Power	324	1,525	3,000	1,475	0
The Ham Rent (Income)	-83	-12,697	-10,000	2,697	0
<u>Manstone</u>					
Manstone Land Ground Mtce	66	660	800	140	0
Manstone Other Maintenance	0	1,600	1,600	0	0
Manstone Reserve	400	1,085	2,000	915	0
Manstone Rent (Income)	0	-1,035	-1,380	-345	0
<u>Salcombe Regis</u>					
S.R. Allotment Field	0	0	0	0	0
S.R. Recreation Field	0	0	0	0	0
S.R. Recreation Field Rent (Income)	0	-525	-525	0	0
	£1,436	£37,236	£29,995	-£7,241	-£14,010

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 10 - January 2024

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
<u>Members</u>					
Members/Chair's Allowances	0	3,181	6,100	2,919	0
Chair's Expenses	0	1,282	2,000	718	0
Members Expenses/Training	0	0	800	800	0
Elections	0	3,365	5,000	1,635	0
Civic & Hospitality	0	1,277	2,000	723	0
	£0	£9,105	£15,900	£6,795	£0
<u>Staff</u>					
Salaries	9,239	93,030	109,000	15,970	0
Pensions	1,896	19,094	22,000	2,906	0
Project Support	0	6,000	20,000	14,000	0
Staff Eye Tests	0	0	100	100	0
Training & Conferences	0	0	1,000	1,000	0
Officers Expenses	0	144	500	356	0
	£11,135	£118,268	£152,600	£34,332	£0
<u>Office Expenses</u>					
Postage	0	260	500	240	0
Stationery	17	973	1,500	527	0
Telephone	1,293	4,730	4,000	-730	0
Subscriptions	0	2,422	2,600	178	0
Photocopier	0	453	800	347	0
Internet, website and webcams	125	3,665	4,000	335	0
Computer Software Contracts	86	2,901	3,000	99	0
Computer Maintenance Support	368	2,807	3,000	193	0
Advertisements	0	0	500	500	0
Audit	0	2,500	2,500	0	0
Insurance	0	6,710	5,500	-1,210	0
Sundry	0	608	1,000	392	0
Bank Charges	9	183	300	117	0
Bank Interest Received (Income)	0	-12,561	-2,500	10,061	0
	£1,898	£15,651	£26,700	£11,049	£0

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 10 - January 2024

	Actual	Actual	Current	Budget	Cummulative
Expense Group Totals	Current Month	Year to Date	Annual Budget	Balance	To + / From - EMReserves
Council Services	25,169	196,493	198,630	2,137	-66,157
Discretionary Expenditure	2,500	70,281	100,800	30,519	39,251
Woolcombe House	2,099	34,161	36,490	2,329	0
Other Freehold Property	12,653	13,431	119,405	105,974	47,612
Trust Property	1,436	37,236	29,995	-7,241	-14,010
Members	0	9,105	15,900	6,795	0
Staff	11,135	118,268	152,600	34,332	0
Office Expenses	1,898	15,651	26,700	11,049	0
Precept Received	0	-680,520	-680,520	0	
Net Income over Expenditure	£56,890	-£185,894	£0	£185,894	£6,696

Current/Deposit Bank Accounts

£1,198,579

of which

Woolley Bequest

£2,963

Rayson Bequest Fireworks/Light Displays

£61,048

Rayson Bequest Natural/Sidmouth History

£61,085

Rayson Bequest Party/Celebrations

£59,584

Innovation & Resilience Fund

£494

Earmarked Reserves

£664,158