

SIDMOUTH TOWN COUNCIL



WOOLCOMBE HOUSE
WOOLCOMBE LANE
SIDMOUTH
DEVON
EX10 9BB

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To: All Members of the Town Council
Town Clerk

30 January 2024

For information:

District Councillor for Sidmouth not on the Town Council

Dear Sir/Madam,

Meeting of Sidmouth Town Council Monday 5 February 2024 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.

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'.

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 8 and 22 January 2024.	4 – 13
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 **South West Water**

Charlie Ford of South West Water will attend the meeting to give a briefing on forthcoming major improvement works in the Sid Valley over the next few years.

8 **Police and Police Advocate Report**

To receive the Police report (when available) and a report from the Police Advocate, Councillor Nelson.

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

9 **Committees and Working Group Reports**

9.1 Planning Working Group

To receive the reports of the Planning Working Group meetings held on Wednesdays 3 and 17 January 2024.

9.2 Tourism & Economy Committee

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

9.3 Environment Committee

To receive an update, if appropriate, from the Chair of the Environment Committee.

9.4 Council Resources Working Group

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

b) To receive a recommendation from the Council Resources Working Group regarding the Arches Steps Project.

9.5 Youth Provision Working Group

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

10 **Reports from Members with Special Responsibilities**

10.1 Finance Report

a) To receive the Finance Report for December 2023.

20 – 23

b) 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 2023.

10.2 Other Reports from Members with Special Responsibilities

To receive other notified reports from other Members.

Forthcoming meetings:

FEB	Mon	05	COUNCIL
	Mon	12	ENVIRONMENT COMMITTEE
	Wed	14	PLANNING WORKING GROUP
	Wed	28	PLANNING WORKING GROUP
MAR	Mon	04	COUNCIL & TOWN ASSEMBLY (<i>St. Francis Hall</i>)
	Wed	13	PLANNING WORKING GROUP
	Wed	20	TOURISM & ECONOMY COMMITTEE
	Wed	27	PLANNING WORKING GROUP

SIDMOUTH TOWN COUNCIL
Minutes of the Meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 8 January 2024

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

The meeting started at 6.30pm and finished at 7.30pm.

PART 'A'

90 Minutes

The minutes of the meeting of the Town Council held on Monday 6 November 2023 were signed as a true and accurate record.

91 Declarations of Interest

There were no declaration of interest.

92 Matters of Urgency or Report from the Chair

- The Chair reminded Members of a forthcoming Briefing and Training session on Wednesday 10 January.
- The Chair reminded Members of the forthcoming Council meeting to agree the Budget and Estimates for 2024/25 and to be held on Monday 22 January.
- It was noted that Environment Committee Thermal Imaging surveys were again being carried out to help residents consider the efficiency of their home insulation. 125 homes had been surveyed in the past two winters so far. It was agreed that this should be extended to small businesses in future.
- It was noted that East Devon District Council has liaised with the Town Council regarding mowing regimes and that two distinct models were in the process of being adopted. One for a regular 2 weekly cut in and around housing and urban areas and the other for those areas considered to be allowed to grow 'wilder'. The Town Council had requested that the public be made more aware of the new cutting timetables via a joint press release.
- The Chair provided clarification regarding ownership and management of Trustee land on which a Member of the public had asked a question.

93 Public Open Question Time

- There were no additional questions from the public.

94 Police and Police Advocate Report

Police Constable Tom Driver reported that there had been 35 reported crimes in December 2023, down from 37 in Dec 2022. There had been a slight increase in the number of alcohol related arrests force wide over the Christmas period.

RESOLVED: That the Police report be noted.

95 Working Group Reports

95.1 Planning Working Group Reports

Councillor Dent, Chair of the Planning Working Group, presented the reports of the Planning Working Group meetings held on Wednesdays 29 November and 20 December 2023.

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

95.2 Tourism & Economy Committee Report

Councillor Nelson, Chair of the Tourism & Economy Committee, presented the minutes of the Tourism and Economy Committee held on Wednesday 13 December 2023.

RESOLVED: that the minutes of the Tourism and Economy Committee held on Wednesday 13 December 2023 be noted.

95.3 Environment Committee

The Chair of Council reminded Members that the next meeting of the Environment Committee was due to be held on Monday 12 February 2024.

95.4 Council Resources Working Group

Councillor Lockyear, Chair of the Council Resources Working Group, advised that there was nothing new to report.

95.5 Youth Provision Working Group

Councillor Nelson, Chair of the Youth Provision Working Group, advised that Councillors Bridle and Dodds would be joining the Working Group. It was noted that Councillors Nelson and Davis would be attending various sessions at the Youth Centre shortly.

96 Reports from Members with Special Responsibilities

95.1 Finance Report

Councillor Lockyear presented the Finance Report for November 2023.

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

95.2 South West Water Liaison

Councillor Lockyear reported that South West Water would be attending the next meeting of the Council to advise on forthcoming works to infrastructure in the town following recent surveys and analysis of infiltration, surface water runoff and the main holding tank at the Ham.

RESOLVED: That the South West Water Liaison report be noted.

97 Committee/Working Group Membership

Councillor Hughes had notified the Town Clerk of his resignation from the Tourism and Economy Committee.

RESOLVED: that Councillor Hughes removed from the membership of the Tourism and Economy Committee.

98 East Devon District Council – Council Plan – Public Consultation

The Chair of Council reminded Members of the ongoing public consultation being carried out by East Devon District Council on its Council Plan and encouraged all members to respond individually.

It was noted that the Coast and Country Project Team had responded separately on behalf of member Councils.

99 East Devon District Council – Consultation on Cemetery Regulations

The Chair of Council reminded Members of the ongoing public consultation being carried out by East Devon District Council on Cemeteries and encouraged all members to respond individually.

During discussion the possibility of requesting that a Woodland cemetery be provided in Sidmouth was raised and it was agreed that this would be discussed at a future meeting of the Council’s Environment Committee when it discussed the management of Cemeteries in general.

RESOLVED: that the possibility of East Devon District Council providing a Woodland cemetery in Sidmouth be discussed at a future meeting of the Council’s Environment Committee when it discussing the management of Cemeteries.

100 List of Meeting Dates January 2024 to May 2025

The Chair of Council presented the draft list of meetings for the forthcoming civic year. It was noted that an erroneous date of 17 January 2025 for Planning Working Group would be removed.

RESOLVED: that list of meeting dates for the 2024/25 civic year be agreed.

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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 22 January 2024 at 6.30pm

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

The meeting started at 6.30pm and finished at 7.55pm.

PART 'A'

101 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 Folk Festival	Personal	Remained in the meeting during discussion and voting	Member of Sidmouth Folk Festival
Cllr Chris Lockyear	Sidmouth Arboretum Trust	Personal	Remained in the meeting during discussion and voting	Member of Sidmouth Arboretum Trust
Cllr Hilary Nelson	Gateway Sidmouth	Personal	Remained in the meeting during discussion and voting	Member of Gateway Sidmouth Project
Cllr Kelvin Dent	Sidmouth Cricket, Tennis & Croquet Club	Personal	Remained in the meeting during discussion and voting	Member of Sidmouth Cricket, Tennis & Croquet Club

Cllr Kelvin Dent	Knowle Parkland	Personal	Remained in the meeting during discussion and voting	Member of Knowle Residents Group
Cllr Paul Dodds	Sidmouth Cricket, Tennis & Croquet Club	Personal	Remained in the meeting during discussion and voting	Member of Sidmouth Cricket, Tennis & Croquet Club
Cllr Kevin Walker	Sidbashers	Personal	Remained in the meeting during discussion and voting	Members of Sidbashers
Cllr Edward Willis Fleming	Sidmouth Jazz & Blues Festival	Personal	Remained in the meeting during discussion and voting	Member of Sidmouth Jazz & Blues Festival
Cllr Edward Willis Fleming	Sidmouth Arboretum Trust	Personal	Remained in the meeting during discussion and voting	Member of Sidmouth Arboretum Trust
Cllr Mike Goodman	Sidmouth Patronage Fund	Personal	Remained in the meeting during discussion and voting	Member of PCC Sidmouth Parish Church
Cllr Mike Goodman	Sidmouth Rotary Club	Personal	Remained in the meeting during discussion and voting	Member of Sidmouth Rotary Club
Cllr Mike Goodman	Sidmouth Cricket, Tennis & Croquet Club	Personal	Remained in the meeting during discussion and voting	Member of Sidmouth Cricket, Tennis & Croquet Club
Town Clerk, Christopher Holland	Sidmouth Town Band	Personal	Remained in the meeting during discussion and voting	Member of Sidmouth Town Band

102 Matters of Urgency or Report from the Chair

- The Chair reported that South West Water would be carrying out ground survey work at The Ham and Ham carpark on Monday 26 February. This engineering work was essential in order to inform future planned works to increase the size of the replacement sewage tank and the rerouting of surface drains into the river.

103 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.

104 Proposed Estimates 2024/2025

Councillor Lockyear presented the proposed estimates report for 2024/2025.

RESOLVED: That:

1. the Town Council precept for 2024/2025 be set at £713,945 representing £102.70 Parish Tax at Council Tax Band 'D'.
2. the breakdown of estimates for 2024/2025 be agreed (as attached schedule).

105 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 2024/2025.

RESOLVED: That:

1. the total grant allocations to Festivals and Events be set at £50,000.
2. the total grant allocations to Special Funding Support be set at £29,500.
3. the total grant allocations to Community Small Grant be set at £18,000.
4. £4,250 be transferred from the SVN Community Actions EMR to the Chit Rocks Beach Access Project EMR as an additional conditional grant allocation.
5. 2023/2024 Grants be allocated to organisations, as per the attached schedule, at a total of £101,750.

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CHAIR OF THE COUNCIL

SIDMOUTH TOWN COUNCIL 2024-2025 BUDGETS LISTING

Council Services

Public Conveniences	£16,000
Youth Service Support	£49,000
Flower Beds, Planters & Watering	£18,500
Christmas Lighting & Events	£16,500
Donation to Christmas Lighting (Income)	-£1,750
Tourism Promotion	£50,000
Tourism Promotion (Income)	-£24,000
Verge Cutting, Town Maintenance & Weeding	£24,500
Verge Cutting DCC Grant (Income)	-£5,100
Street Furniture	£16,800
Sidmouth Information Centre	£32,800
Water Fountains & Defib Mtce	£2,500
Dog Hygiene Bins	£2,000
War Memorials	£500
	£198,250

Discretionary Expenditure

Festival and Events Grants	£50,000
Special Funding Support	£29,500
Community Small Grants	£18,000
Sidmouth Regatta & Air Show	£20,000
Environment Committee	£8,000
	£125,500

Woolcombe House

Services Gas/Water/Elec	£8,000
Woolcombe House Business Rate	£9,600
Woolcombe House (Loan Interest&Repayment)	£14,890
Woolcombe House General Maintenance	£10,000
	£42,490

Other Freehold Property

Alma Lane Field	£500
Manstone Youth Centre	£85,000
Manstone Sports and Play Areas	£2,000
Long Park & Play Area	£1,500
The Arches	£45,000
The Arches East (Income)	-£27,000
Conservatory Maintenance	£2,000
Knowle Parkland & Amphitheatre	£15,000
Sidmouth Golf Club (Income)	-£5
Elec Pole Rent (Income)	-£40
	£123,955

Trust Property

The Ham

The Ham Ground Mtce	£2,000
The Ham Other Mtce	£10,000
The Ham Play Equipment	£2,000
The Ham Utility Building	£1,000
The Ham 3Phase Power	£4,500
The Ham Rent (Income)	-£12,800

Manstone

Manstone Ground Mtce	£900
Manstone Other Maintenance	£1,600
Manstone Rent (Income)	-£1,480

Salcombe Regis

S.R. Recreation Field Rent (Income)	-£670
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£7,050

Members

Members/Chair's Allowances	£7,200
Chair's Expenses	£2,000
Members Expenses/Training	£800
Elections	£1,000
Civic & Hospitality	£1,000
Civic Regalia	£1,000

£13,000

Staff

Salaries	£115,000
Pensions	£24,000
Project Support	£40,000
Staff Eye Tests	£100
Training & Conferences	£500
Officers Expenses	£500

£180,100

Office Expenses

Postage	£500
Stationery	£1,500
Telephone	£4,700
Subscriptions	£3,000
Photocopier	£800
Internet, website and webcams	£4,000
I.T. Software Contracts	£4,000
I.T. Maintenance Contingency	£6,000
Advertisements	£500
Audit	£2,500
Insurance	£6,800
Sundry	£1,000
Bank Charges	£300
Bank Interest Received (Income)	-£12,000
	£23,600

Expense Group Totals

Council Services	£198,250
Discretionary Expenditure	£125,500
Woolcombe House	£42,490
Other Freehold Property	£123,955
Trust Property	£7,050
Members	£13,000
Staff	£180,100
Office Expenses	£23,600
Total Estimated Precept	£713,945

Represents Parish Tax at Council Tax Band 'D' £102.70

SIDMOUTH TOWN COUNCIL GRANTS 2024/2025

<u>FESTIVALS AND EVENTS</u>	<u>2024/2025</u>	<u>2025/2026</u> <i>(in principle)</i>	<u>2026/2027</u> <i>(in principle)</i>	<u>2027/2028</u> <i>(in principle)</i>
Sidmouth & East Devon Walking Festival	1,500	1,500	1,500	1,500
Sidmouth Carnival	1,000	1,000	1,000	1,000
Sidmouth Coastal Community Hub CIC (Seafest)	3,000	3,000	3,000	3,000
Sidmouth Folk Festival	31,500	31,500	31,500	31,500
Sidmouth Jazz & Blues Festival	10,000	10,000	10,000	10,000
Sidmouth Science Festival	3,000	3,000	3,000	3,000
<u>SPECIAL FUNDING SUPPORT</u>				
Sid Valley HELP	15,000	15,000	15,000	15,000
Sidmouth in Bloom	12,000	12,000	12,000	12,000
Sidmouth Town Band	2,500	2,500	2,500	2,500
<u>COMMUNITY SMALL GRANTS</u>				
Chit Rocks Beach Access Project	750	<i>(Conditional – not to be paid until released by Town Clerk)</i>		
Chit Rocks Beach Access Project	4,250	<i>(Conditional allocation from SVNP Community Actions EMR not to be paid until released by Town Clerk)</i>		
Citizens Advice East Devon	2,500			
East Devon Support Group (Parkinsons UK)	750			
Friends of Sidmouth Library	250			
Gateway Sidmouth	1,000			
Oasis Drop in Café	1,025			
SCCH (Wallspace Project)	1,500			
SCCH (Coral Reef & Wave Border Garden)	500			
Sidbashers	650			
Sid Vale Community Productions	375			
Sid Valley Biodiversity Group	1,250			
Sid Valley Biodiversity Group – Water Testing	300			
Sid Valley Biodiversity Group – River Sid Catchment Grp	400			
Sidmouth Amateur Radio Society	200			
Sidmouth Arboretum Trust	1,000			
Sidmouth Arboretum Trust – Street Planters	2,000	<i>(Conditional – not to be paid until released by Town Clerk)</i>		
Sidmouth Parish Church (Patronage Fund)	100			
Sidmouth Rotary Club	600			
Sidmouth Rugby Football Club	400			
Sidmouth School of Art	750			
Sidmouth Ten Tors	500			
South West Museum Development	800			
Vision Group for Sidmouth	400			
TOTAL GRANT ALLOCATIONS	£101,750	£79,500	£79,500	£79,500

**Sidmouth Town Council’s Planning Working Group
held on Wednesday 3 January 2024
(The Working Group met virtually)**

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

Apologies: Cllr Louise Laybury

Also present: Cllr Ian Barlow

The meeting started at 10.00am and finished at 10.50am

714 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Rachel Perram	23/2639/FUL	Personal	Remained in the meeting during discussion and voting	Acquainted with the applicant
Cllr Chris Lockyear	23/2690/TCA	Personal	Remained in the meeting during discussion and voting	Acquainted with the applicant
Cllr Kelvin Dent	APP/U1105/D/23/3334607	Personal	Remained in the meeting during discussion and voting	Acquainted with the Appellant

715 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.

716 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 20 December.

717 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.

718 23/2513/FUL Mr P H S B C, Fore Street, Sidmouth, EX10 8AA.
East Ward Verstage Alterations to the Shopfront, removal of the entrance from New Street to Fore Street, and a new DDA Access.

DO NOT SUPPORT:

Although Members felt the design and materials were more in keeping with the local architecture. Members were still concerned about the repositioning of the entrance. The narrow pavement on Fore Street would cause access issues, particularly for wheelchair users. They would like to see the entrance remaining on New Street.

719 23/2134/FUL Justin 10 Woolbrook Mead, Sidmouth, EX10 9XF.
North Ward Korinek Construction of 1 no. dwelling and associated works.

SUPPORT

Note: Members would like to see a porous carparking area to aid drainage.

720 23/2385/FUL Mr Aldam 87 Sidford High Street, Sidford, EX10 9SA.
Primley Ward Demolition of the existing dwelling and redevelopment of the site to provide four dwellings and a new vehicular access.

DO NOT SUPPORT:

Members felt that this would be overdevelopment of the site. They were concerned with access issues and the potential volume of traffic from the proposed dwellings together with the welfare of dormice and slow worms on the site.

721 23/2588/FUL Ian Cretney Dunscombe Cottage, Salcombe Regis, Sidmouth, EX10 0PN
Salcombe Regis Ward Construction of raised decking to existing outbuilding.

SUPPORT

722 23/2639/FUL Mr and Mrs 28 Connaught Road, Sidmouth, Devon, EX10 8TT.
South Ward G Single storey side / rear extension.
Symington

SUPPORT

723 Trees in Conservation Areas

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

DEFERRED: Awaiting Officers report.

724 Trees with preservation order

Applications relating to Trees protected by a Tree Preservation Order.

- a) 23/2149/TRE Mrs Gray Oak Cottage, Kestell Road, Sidmouth, EX10 8JJ.
Salcombe Regis T1, oak : reduce branches over neighbouring garden to clear roof
Ward by 2m by pruning to a suitable second order branch. Reduce
branches over roof of Oak Cottage to clear 2m by pruning to a
suitable second order branch. Reshape remainder of crown by
reduction of 1-2m to leave a natural form.

AGREED: subject to conditions recommended by the Arboricultural Officer

- b) 23/2419/TRE Luddesdown, Higher Brook Meadow, Sidford, Devon, EX10 9SS.
South Ward T1, Oak : reduction of lateral limbs on southern side and partially
east and west side; limbs will be reduced by up to 1.5 metres with
cut diameters up to 50mm.

AGREED: subject to conditions recommended by the Arboricultural Officer

- c) 23/2424/TRE High Trees, Manor Road, Sidmouth, EX10 8RR.
T1, lime : reduce height by approximately 2 to 3m and shorten
branches and re-shape to leave a balanced form.

AGREED: subject to conditions recommended by the Arboricultural Officer

725 Exemption to a Tree Preservation Order

None received.

726 Appeals

- APP/U1105/D/23 Mr I Davies Magnolia Cottage, Coburg Road, Sidmouth, Devon, EX10 8NF.
/3334607 Retention of a boundary screen.

NOTED

727 Unsupported decisions

None received.

728 Enforcement Letters

None received.

729 New Draft Local Plan Update

Work on preparing the new Local Plan was continuing, A new NPPF had been issued.

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CHAIR OF THE PLANNING WORKING GROUP

**Sidmouth Town Council's Planning Working Group
held on Wednesday 17 January 2024**

(The Working Group met virtually)

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

Apologies: Cllr Chris Lockyear

Also present: Cllr Ian Barlow

The meeting started at 10.00am and finished at 10.50am

730 Declarations of Interest

No declarations of interest were made.

731 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.

732 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 3 January 2024.

733 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.

734	23/2628/FUL North Ward	Mr Bryn Small	Bedgales Nursery, Manstone Avenue, Sidmouth, EX10 9XA. Demolition of existing outbuildings and construction of 4 chalet bungalows.
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DO NOT SUPPORT: Members were concerned about-the risk of flooding in the area.

735	23/2704/FUL Primley Ward	Mr and Mrs P Haddrell	36 Livonia Road, Sidmouth, Devon, EX10 9JB. Proposed raising lower roof on western elevation with construction of rear first floor dormer. Removal of existing rear single storey extension to be replaced with larger single storey extension and proposed raised rear terrace.
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SUPPORT

- 736** 23/2604/FUL Sidbury Ward Mr S Hallett & M Conibear Lower Sweetcombe Farm, Sidbury, EX10 0QR.
Change of use of land from agricultural to holiday/tourism accommodation including the retention of a shepherds hut, shed (housing a kitchen/store and shower) and toilet (retrospective).

DO NOT SUPPORT: Members were concerned that the locating of a shepherd's hut, shower and toilet on the site is detrimental to the amenity of the area of outstanding natural beauty.

737 Trees in Conservation Areas

- a) 23/2510/TCA Sidbury Ward Rose Hill, Cotford Road, Sidbury, Devon, EX10 0SQ.
T1 - Rowan: dismantle in sections to near ground level. T2 - Ash: dismantle to near ground level. T3 - Holly: reduce to fence height. (DR)

NOTED

- b) 24/0028/TCA South Ward Mr Matthew Gingell Maple House, Bickwell Valley, Sidmouth, EX10 8SG.
T1, Maple: reduce and reshape back to previous cuts. T2, Tulip Tree: reduce height back to previous cut to clear telephone lines, lift lower branches to clear garage. T3, Liquidambar: thin, reduce and reshape back to previous cuts. T4, Cypress: remove.

DEFERRED: Awaiting Officers report.

738 Trees with preservation order

Applications relating to Trees protected by a Tree Preservation Order.

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

DEFERRED: Awaiting Officers report

- b) 23/2419/TRE South Ward Luddesdown, Higher Brook Meadow, Sidford, Devon, EX10 9SS.
T1, Oak : reduction of lateral limbs on southern side and partially east and west side; limbs will be reduced by up to 1.5 metres with cut diameters up to 50mm.

APPROVED at meeting 3 January 24, subject to conditions recommended by the Arboricultural Officer

- c) 23/2424/TRE High Trees, Manor Road, Sidmouth, EX10 8RR.
T1, lime : reduce height by approximately 2 to 3m and shorten branches and re-shape to leave a balanced form.

APPROVED at meeting 3 January 24, subject to conditions recommended by the Arboricultural Officer

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

DEFERRED: Awaiting Officers report

739 Exemption to a Tree Preservation Order

None received.

740 Appeals

- a) APP/U1105/W/23 Mr Gary Salcombe Regis Camping and Caravan Park, Salcombe Regis,
 /3331385 Burns Sidmouth, EX10 OJH.
 (Serenity
 Leisure
 Parks Ltd)
 Variation of condition no. 3 (Shop with residential accommodation to replace existing) of application 87/P0699; the building should be used solely for the permitted purpose of a residential dwelling, site office and shop in conjunction with and solely for the permitted use of the caravan site.

NOTED

741 Unsupported decisions

- a) 23/1883/FUL Mr Anthony 45 Primley Road, Sidmouth, Devon, EX10 9LF.
 Primley Ward Warfield
 Construction of single storey side extension, and two storey rear extension. (Amended).
 STC: **DID NOT SUPPORT** EDDC: **APPROVED**

742 Enforcement Letters

None received.

743 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 - Detailed Income and Expenditure Report

Month 9 - December 2023

Council Services

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
Public Conveniences	0	0	32,500	32,500	0
Youth Service Support	0	35,719	47,630	11,911	0
Flower Beds, Planters & Watering	1,062	14,988	17,000	2,012	0
Christmas Lighting & Events	0	7,750	15,500	7,750	0
Donation to Christmas Lighting (Income)	0	-1,750	-1,750	0	0
Tourism Promotion	1,896	20,646	50,000	29,354	-8,800
Tourism Promotion Income	-5,224	-10,558	-26,000	-15,442	0
Innovation & Resilience Fund	16,000	56,937	0	-56,937	-56,937
Verge Cutting, Town Maintenance & Weeding	1,986	16,869	24,500	7,631	0
Verge Cutting DCC Grant (Income)	0	-4,983	-4,950	33	0
Street Furniture	2,450	2,450	5,000	2,550	0
Sidmouth Information Centre	0	31,700	32,700	1,000	0
Water Fountains & Defib Mtce	125	1,339	2,000	661	0
Dog Hygiene Bins	0	0	2,000	2,000	0
War Memorials	0	0	2,500	2,500	0
Parish Paths Partnership Payments	0	2,367	0	-2,367	-2,367
Parish Paths Partnership (Income)	0	-2,150	0	2,150	2,150
	£18,295	£171,324	£198,630	£27,306	-£65,954

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)	-831	-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 (Income)	-915	-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	340	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	0	518	0	-518	-518
	-£1,406	£67,781	£100,800	£33,019	£41,751

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 9 - December 2023

	Actual	Actual	Current	Budget	Cummulative
	Current Month	Year to Date	Annual Budget	Balance	To + / From -
<u>Woolcombe House</u>					
Services Gas/Water/Elec	512	4,111	7,000	2,889	0
Woolcombe House Business Rate	0	8,426	7,600	-826	0
Woolcombe House (Loan Interest&Repayment)	7,444	14,889	14,890	1	0
Woolcombe House-General Maintenance	699	4,636	7,000	2,364	0
	£8,655	£32,062	£36,490	£4,428	£0
<u>Other Property</u>					
Alma Lane Field	0	0	200	200	0
Manstone Youth Centre	3,631	32,335	85,000	52,665	0
Manstone Sports and Play Areas	252	719	2,000	1,281	0
Long Park & Play Area	193	6,882	1,500	-5,382	-5,382
The Arches	-1,336	24,530	36,000	11,470	0
The Arches East (Income)	-6,604	-19,811	-24,250	-4,439	0
Conservatory Maintenance	130	520	2,000	1,480	0
Knowle Parkland & Amphitheatre	1,814	4,105	10,000	5,895	0
Knowle Parkland & Amphitheatre (Income)	-50,000	-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
	-£51,920	£778	£119,405	£118,627	£47,706
<u>Trust Property</u>					
<u>The Ham</u>					
The Ham Ground Mtce	121	1,089	2,000	911	0
The Ham Other Mtce	158	35,287	24,000	-11,287	-11,287
The Ham Play Equipment	100	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	313	1,201	3,000	1,799	0
The Ham Rent (Income)	-83	-12,614	-10,000	2,614	0
<u>Manstone</u>					
Manstone Land Ground Mtce	66	594	800	206	0
Manstone Other Maintenance	0	1,600	1,600	0	0
Manstone Reserve	0	685	2,000	1,315	0
Manstone Rent (Income)	-345	-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
	£330	£35,800	£29,995	-£5,805	-£13,402

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 9 - December 2023

	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	1,055	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
	£1,055	£9,105	£15,900	£6,795	£0
<u>Staff</u>					
Salaries	9,239	83,791	109,000	25,209	0
Pensions	1,898	17,198	22,000	4,802	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
	£11,137	£107,133	£152,600	£45,467	£0
<u>Office Expenses</u>					
Postage	0	260	500	240	0
Stationery	75	956	1,500	544	0
Telephone	0	3,437	4,000	563	0
Subscriptions	25	2,422	2,600	178	0
Photocopier	254	453	800	347	0
Internet, website and webcams	0	3,540	4,000	460	0
Computer Software Contracts	5	2,815	3,000	185	0
Computer Maintenance Support	680	2,439	3,000	561	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	201	608	1,000	392	0
Bank Charges	11	174	300	126	0
Bank Interest Received (Income)	-4,883	-12,561	-2,500	10,061	0
	-£3,632	£13,753	£26,700	£12,947	£0

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 9 - December 2023

	Actual	Actual	Current	Budget	Cummulative
Expense Group Totals	Current Month	Year to Date	Annual Budget	Balance	To + / From - EMReserves
Council Services	18,295	171,324	198,630	27,306	-65,954
Discretionary Expenditure	-1,406	67,781	100,800	33,019	41,751
Woolcombe House	8,655	32,062	36,490	4,428	0
Other Freehold Property	-51,920	778	119,405	118,627	47,706
Trust Property	330	35,800	29,995	-5,805	-13,402
Members	1,055	9,105	15,900	6,795	0
Staff	11,137	107,133	152,600	45,467	0
Office Expenses	-3,632	13,753	26,700	12,947	0
Precept Received	0	-680,520	-680,520	0	
Net Income over Expenditure	-£17,486	-£242,784	£0	£242,784	£10,101

Current/Deposit Bank Accounts

£1,260,302

of which

Woolley Bequest

£5,463

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

£665,063