

SIDMOUTH TOWN COUNCIL

WOOLCOMBE HOUSE
WOOLCOMBE LANE
SIDMOUTH
DEVON
EX10 9BB

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2 January 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 8 January 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 4 December 2023.	4 – 7
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 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.)
- 8 **Committees and Working Group Reports**
- 8.1 Planning Working Group
 To receive the reports of the Planning Working Group meetings held on Wednesdays 29 November and 20 December 2023. 8 – 16
- 8.2 Tourism & Economy Committee
 To receive report of the Tourism & Economy Committee meeting held on Wednesday 13 December 2023. 17 – 19
- 8.3 Environment Committee
 To receive an update, if appropriate, from the Chair of the Environment Committee.
- 8.4 Council Resources 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
 To receive the Finance Report for November 2023. 20 – 23
- 9.2 Other Reports from Members with Special Responsibilities
 To receive other notified reports from other Members.

10 **Committee/Working Group Membership**

To note that Councillor Hughes has left the Tourism & Economy Committee, with immediate effect.

11 **East Devon District Council – Council Plan – Public Consultation**

East Devon District Council is inviting residents to participate in a crucial consultation process aimed at shaping the future Council Plan.

The Council Plan outlines a roadmap for the work of EDDC over the next 4 years and covers the key priorities of the council: better homes and communities for all; a greener East Devon; a resilient economy; and quality service delivery.

Residents can choose to comment on all four priorities or just the priority that interests them. The consultation will give residents the chance to have their say and ensure the new EDDC Council Plan best reflects the views of its local people and is available online through the council's consultation website.

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

The consultation period will run until Friday 18 January 2024 providing ample time for the community to submit their feedback.

12 **East Devon District Council – Consultation on Cemetery Regulations**

The following email has been received from East Devon District Council's Bereavement Services:

Dear Town Clerks, Funeral Directors, Stonemasons and Professional Colleagues

The Council manages Seaton, Sidmouth and Sidbury cemeteries, all three were "inherited" by the Council in 1974 following the amalgamation of former rural and urban councils into the East Devon District Council. The Council also inherited three sets of cemetery regulations relating separately to Seaton, Sidbury and Sidmouth cemeteries. It is now considered timely and necessary to combine and modernise the regulation of the three cemeteries by producing one set of regulations that apply to all three.

At the Cabinet meeting on the 29 November 2023 councillors approved the undertaking of a consultation process on the draft cemetery regulations. Whilst not required by legislation, it is considered good practice for interested parties to be consulted about the regulations.

A copy of the draft regulations and details how you can take part in the consultation can be found [Community engagement](#) page of the EDDC website.

13 **List of Meeting Dates January 2024 to May 2025**

To note and confirm the attached list of meeting dates for the forthcoming civic year until 24 – 25 May 2025.

Forthcoming meetings:

JAN	Wed	17	PLANNING WORKING GROUP
	Mon	22	COUNCIL (ESTIMATES & GRANTS)
	Wed	31	PLANNING WORKING GROUP
FEB	Mon	05	COUNCIL
	Mon	12	ENVIRONMENT COMMITTEE
	Wed	14	PLANNING WORKING GROUP
	Wed	28	PLANNING WORKING GROUP

SIDMOUTH TOWN COUNCIL
Minutes of the Meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 4 December 2023

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

The meeting started at 6.30pm and finished at 8.10pm.

PART 'A'

80 Minutes

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

81 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Kelvin Dent	84 Proposed Pay and Display, The Esplanade and Fortfield Terrace, Sidmouth	Personal	Remained in the meeting during discussion and voting	Sidmouth Cricket, Tennis and Croquet Club Member
Cllr Mike Goodman	84 Proposed Pay and Display, The Esplanade and Fortfield Terrace, Sidmouth	Personal	Remained in the meeting during discussion and voting	Sidmouth Cricket, Tennis and Croquet Club Member
Cllr Rachel Perram	84 Proposed Pay and Display, The Esplanade and Fortfield Terrace, Sidmouth	Personal	Remained in the meeting during discussion and voting	Sidmouth Cricket, Tennis and Croquet Club Member

ClIr Paul Dodds	84 Proposed Pay and Display, The Esplanade and Fortfield Terrace, Sidmouth	Personal	Remained in the meeting during discussion and voting	Sidmouth Cricket, Tennis and Croquet Club Member
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82 Matters of Urgency or Report from the Chair

- The Chair reported that he had written to Boots Plc raising concerns about the advertised closure of the Boots Chemist in Woolbrook Road and had received a reply which confirmed that the closure would go ahead as planned.
- The Chair reported that the transfer of Knowle Parkland to the Town Council would take place on Friday 8 December 2023.
- The Chair gave new Members an update on correspondence received from an East Ward resident and explaining that he would be replying on behalf of the Town Council.

The following two items were brought forward during the meeting to enable a member of the public to speak and raise issues on the items before Members discussion.

83 Walking and Cycling Route Linking Sidbury to Sidford – Public Consultation

Devon County Council had launched a public consultation for a walking and cycling route linking Sidbury to Sidford. The public consultation had been launched prior to the submission of a planning application. Any subsequent planning application would be publicised by the Local Planning Authority (East Devon District Council). Any comments provided by the Town Council would not prejudice the ability to make representations to the LPA on a related planning application.

The proposed development was described as:

“A new off-road shared use cycle/walkway, that will run parallel to the western side of the A375 between the southern boundary of Hillside to the northern boundary of Sidford with associated engineering works.”

RESOLVED: That Sidmouth Town Council supports the proposed Walking and Cycling Route Linking Sidbury to Sidford.

84 Proposed Pay and Display, The Esplanade and Fortfield Terrace, Sidmouth

Further to the Chair’s report to Members at the October Council meeting, Chris Rook, Devon County Council’s Traffic Management Team Manager had written to advise that a plan had been issued ahead of a consultation exercise.

RESOLVED: That:

1. The Esplanade, Sidmouth – Members agreed there should be limited time parking of up to 1 hour but with no charge made. This would achieve a turnover of visitor/residents parking but avoid the visual intrusion of the necessary parking machines in the important conservation area along the Esplanade.
2. Fortfield Terrace – That the proposal for 30-minute free parking for non-permit holders and a £1 charge for up to one hour be supported.

85 Public Open Question Time

- Cllr Walker asked District Cllr Barlow to give an update on the issue raised at the November Council meeting regarding the District Council demanding a licence for walks commencing using District Council owned land. District Cllr Barlow reported that he had been in correspondence with the EDDC Events Team and Licencing Committee but had not yet received an explanation as to why the problem had occurred; he would continue to pursue this matter with other District Council Members.
- Cllr Perram raised concerns to District Councillors and the County Council about the lack of clearing fallen leaves and cleaning of pavements and gullies which was leading to blocked drains and flooded roads.

86 Police and Police Advocate Report

Councillor Nelson, Police Advocate, reported that there had been a very successful Police district wide operation to remove dangerous weapons from the streets leading to the removal of 172 illegal blades, although not many of these were taken in Sidmouth.

RESOLVED: That the Police Advocate report be noted.

87 Working Group Reports

87.1 Planning Working Group Reports

Councillor Dent, Chair of the Planning Working Group, presented the reports of the Planning Working Group meetings held on Wednesdays 1 and 15 November 2023.

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

87.2 Tourism & Economy Committee Report

Councillor Nelson, Chair of the Tourism & Economy Committee, reported that the next meeting of the Committee would be held on Wednesday 13 December.

87.3 Environment Committee

Councillor Barlow, Chair of the Environment Committee, reported that the next meeting of the Committee would be held in February 2024.

87.4 Council Resources Working Group

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

87.5 Youth Provision Working Group

Councillor Nelson, Chair of the Youth Provision Working Group, updated new Members on the ownership of the Youth Centre and Youth Provision commissioned by the Town Council. A feasibility study had been undertaken which would report at the end of March 2024 and in the interim temporary facilities were being sought to house the Youth Club during any period of redevelopment.

Cllr Nelson also asked new Members to consider joining the Youth Provision Working Group.

88 Reports from Members with Special Responsibilities

88.1 Finance Report

Councillor Lockyear presented the Finance Report for October 2023 and reported that a meeting would be held with one of the Town Council's main contractors to discuss their charging structure.

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

88.2 South West Water Liaison

Councillor Lockyear reported that South West Water were holding a Public Engagement event to present the planned work, to be held on Wednesday 6 December at Kennaway House and Members were encouraged to attend.

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

89 Committee/Working Group Membership

a) Members were asked to consider and approve a list of nominations for Committee/Working Group appointments for the remainder of the civic year:

RESOLVED: That the following appointments to Committee/Working Groups be agreed:

Planning Working Group – Cllrs Nicholson

Tourism & Economy Committee – Cllrs Bridle, Dodds, Weaver and Willis Fleming

Environment Committee – Cllrs Blakeway, Nicholson and Weaver

b) Members were asked to consider and approve the appointment of Cllr Nicholson as a Deputy Member with Special Responsibility for Finance for the remainder of the civic year.

RESOLVED: That the proposed appointment of Cllr Nicholson as a Deputy Member with Special Responsibility for Finance for the remainder of the civic year, be agreed.

.....
CHAIR OF THE COUNCIL

**Sidmouth Town Council's Planning Working Group
held on Wednesday 29 November 2023**

(The Working Group met virtually)

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

Apologies: Cllr Chris Lockyear

Also present: Cllr Ian Barlow
Cllr John Nicholson

The meeting started at 10.00am and finished at 11.15am

674 Declarations of Interest

None received.

675 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.

676 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 15 November.

677 Urgent items received after formulation of the Agenda

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.

NO COMMENTS

678 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.

679	23/2432/FUL	Mr Mark	Laneside, Drakes Avenue, Sidford, Devon, EX10 9QY.
	North Ward	Eggleton	New cladding to be applied to the front elevation of the property.

SUPPORT

680 23/2452/FUL Zara 9 Blackthorn Close, Sidmouth, Devon, EX10 9XR.
North Ward Tsigarides Single storey rear extension.

SUPPORT

681 23/2210/FUL Diana Combe Wood House, Salcombe Regis, EX10 0JN.
Salcombe Regis Claydon Installation of a 16 panel ground mounted solar array in the open
Ward ground to the North of Combe Wood House.

SUPPORT

682 23/2375/FUL Mr Chris Coplestones, Ridgeway, Sidbury, Devon, EX10 0SF.
Sidbury Ward Rosling Change of roof, wall materials and rooflight on existing extension
on north elevation and installation of new door and window on
south boot room elevation.

SUPPORT: Subject to the views of the Conservation Officer.

683 23/2376/LBC Mr Chris Coplestones, Ridgeway, Sidbury, Devon, EX10 0SF.
Sidbury Ward Rosling Change of roof, wall materials and rooflight on existing extension
on northern elevation and installation of new door and window on
south boot room elevation.

SUPPORT: Subject to the views of the Conservation Officer.

684 23/2230/FUL Mr Andrew Forest Edge Campsite, Putts Corner, Sidbury, Sidmouth, EX10 0QQ.
Sidbury Ward Hall Proposal for change of use to permanent campsite with 40 tent
pitches and 10 caravan pitches. Erection of toilet and wash block.

DO NOT SUPPORT: Members did not consider that the proposed increase in development from what was currently permitted, would conserve, or enhance the AONB by reason of visual intrusion which would likely lead to further development.

685 23/2086/LBC Mr & Mrs 2 Stowford Court, Stowford, Sidmouth, Devon, EX10 0NA.
East Ward Trivett Construction of first floor side extension and single-storey
extension to northwest elevation; external works to move retaining
wall, additional paved areas, replacement porch canopy and
relocation of electric meter; removal and additions of selected
internal partition walls, alterations and additions in fenestration;
change of floor coverings and re-locating radiator in lounge area.

DO NOT SUPPORT: Members felt the proposed extension, particularly the proposed windows would not be in keeping with the existing dwelling. The design would not complement and enhance the local distinctiveness of the immediate locality and was therefore contrary to Policy 7 of the Sid Valley Neighbourhood Plan Local Distinctiveness.

686 Trees in Conservation Areas

- a) 23/2123/TCA St Giles And St Nicholas Church And Cemetery, Church Street, East Ward Sidmouth.

Reduce the tree canopy on the north west side where it is encroaching on Amyatts Terrace by approximately 1.5m.

NOTED

- b) 23/2478/TCA Mrs Shan 5 Millford Avenue, Sidmouth, EX10 8DS.
Salcombe Regis Merritt
- T1, Cotoneaster : To coppice just above ground level; to manage in accordance with the space available. The tree /shrub has been left unmanaged for several years and has out grown the space, it also has a heavy lean toward the property - coppicing would enable the new growth to be managed for better form in the future. T2, Holm Oak : To coppice just above ground level -again this tree has outgrown the space available and is growing toward, and interfering with the property. It has grown toward the property due to suppression by-T3. Coppicing of this tree and removal of T3, would allow the new growth space to develop, and therefore promote vertical growth, whilst maintaining a live root system for bank stability. T3, Cypress : To dismantle to ground level. This tree is growing toward, and is in close proximity to the property. It is also suppressing the adjacent Holm Oak (T2). Removal will allow more light into the property and garden making a better environment for new planting in this area. T4, T5, T6, T7, T8. Old Sycamore pollards : To coppice just above ground level. These trees have been "topped" historically and are now suffering because of this previous work, they are of poor form, showing poor vitality and also have decay forming at the old pruning wounds. The idea is to coppice these trees just above ground level to encourage healthy young growth whilst maintaining the root systems to help maintain bank stability.

DEFERRED: Awaiting Officers report.

- c) 23/2487/TCA Mr Andrew Applelands, Bickwell Valley, Sidmouth, Devon, EX10 8RF.
South Ward Cresswell T2: Hazel - fell.

DEFERRED: Awaiting Officers report.

687 Trees with preservation order

Applications relating to Trees protected by a Tree Preservation Order.

- a) 23/2057/TRE 1 Willoughby House, Peak Hill Road, Sidmouth, EX10 0NW.
 South Ward x7 beech - coppice to 1m high to recreate former hedge. (x1 Ash and x1 Holly, not in TPO).

REFUSED For the following reason: The beech trees and the ash in the application make a significant contribution to public amenity and to the sylvan character of the locality. The proposed felling or reduction of the trees to a 1m high hedge would be detrimental to amenity and to the character of Peak Hill. With reference to the information put forward in support of the application, the harm is considered not to be justified.

- b) Notification of New Tree Preservation Order made:
 23/0059/TPO Land at Luddesdowne, Higher Brook Meadow, Sidford, Sidmouth.

NOTED

688 Exemption to a Tree Preservation Order

None received.

689 Appeals

None received.

690 Unsupported decisions

None received.

691 Enforcement Letters

None received.

692 New Draft Local Plan Update

The District Council Members again reported on the extremely tight timetable set by the District Council for completion of the new Local Plan. The Chair reported-on correspondence which he had had with Consultants who had advised the Town Council on the preparation of the Neighbourhood Plan. It appeared to be premature to review the Neighbourhood Plan at the present time. A full new Housing Needs Assessment would be extremely expensive although there might be scope for asking for a quote for a quick update on Sidmouth's housing needs.

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CHAIR OF THE PLANNING WORKING GROUP

**Sidmouth Town Council's Planning Working Group
held on Wednesday 20 December 2023**

(The Working Group met virtually)

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

Apologies: Cllr Chris Lockyear
Cllr Rachel Perram

Also present: Cllr Ian Barlow

The meeting started at 10.00am and finished at 11.50am

693 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr John Loudoun	23/2350/AV Merrifield Dental Practice.	Personal	Remained in the meeting during discussion and voting	Patient at the Dental Practice
Cllr John Loudoun	23/2537/FUL Sidmouth Swimming Pool, Ham Lane, Sidmouth	Personal	Remained in the meeting during discussion and voting	Member of EDDC making the application
Cllr Ian Barlow	23/2537/FUL Sidmouth Swimming Pool, Ham Lane, Sidmouth	Personal	Remained in the meeting during discussion and voting	Member of EDDC making the application
Lucy Whittaker Planning Clerk	23/2488/FUL Woodlands, Salcombe Regis	Personal	Remained in the meeting during discussion and voting	Acquainted with applicant
Lucy Whittaker Planning Clerk	23/2360/FUL Castle Hill House.	Personal	Remained in the meeting during discussion and voting	Neighbour

694 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.

695 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 29 November.

696 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.

697 23/2537/FUL Mr Jorge Sidmouth Swimming Pool, Ham Lane, Sidmouth, EX10 8XR.
East Ward Pineda-
Langford
(EDDC)
Erection of a new public toilet building.

DO NOT SUPPORT:

Members strongly objected to the application.

Reasons:

Members considered that the location and design was unacceptable and incongruous and the number of units was completely unacceptable. The utilitarian block like building, would obscure and spoil the visibility and view of the Tourist Information Centre and Swimming Pool, key facilities and requirements for visitors to Sidmouth and would result in congestion in this busy and already restricted area.

The unattractive design of the proposed building was also completely unacceptable in such a sensitive and important area. It did not complement or enhance the local distinctiveness of the character of its immediate locality contrary to Policy 7 of the Sid Valley Neighbourhood Plan.

The small number of toilets proposed was also considered to be inadequate to meet the considerable demand from visitors, festival-goers and local residents particularly in view of the proposed closure of the nearby public toilets.

Note: Sidmouth Town Council fully supported the need for additional toilets being pursued by the District Council and was anxious to enter into discussions with EDDC as soon as possible about a more appropriate location due in the important area where considerable investment is taking place by both Councils.

698 23/2350/ADV Mrs Merrifield Dental Practice, 15 Mill Street, Sidmouth, EX10 8DW.
East Ward Christina
Parkes
Erection of a post mounted sign, with two directed spot lights positioned at ground level.

SUPPORT

Note: Members would like to see the sign illuminated within opening hours only.

699 23/2461/VAR Mr and Mrs 27 Primley Road, Sidmouth, Devon, EX10 9LD.
Primley Ward Haste
Variation of Condition No.2 approved drawings from 23/0921/FUL – Single storey glass canopy to the rear elevation of the property. Proposal for addition of fixed glazing and sliding glass doors.

SUPPORT

700 23/2488/FUL Mr Alastair Woodlands, Salcombe Regis, Sidmouth, EX10 OPD.
Salcombe Regis Franks
Ward
Proposal to demolish existing bungalow and replace with 1no. dwelling with new access driveway.

DO NOT SUPPORT: Members would like to see a more permanent structure for the proposed dwelling.

701 23/2451/FUL Mr Gary Salcombe Regis Ward Burns Salcombe Regis Camping And Caravan Park, Salcombe Regis, Devon, EX10 0JH.
Demolition of existing sanitary block and construction of replacement sanitary and amenity block.

SUPPORT.

702 23/2523/FUL Mr & Mrs Salcombe Regis Eccles Northcombe Farm, Salcombe Regis, EX10 0JQ.
Proposed Annexe (conversion of redundant rural building)

SUPPORT: Members would like to see a condition added which states that the use of the annex was ancillary to the main dwelling.

703 23/2360/FUL Mr & Mrs Sidbury Ward Webb Castle Hill House, Greenhead, Sidbury, EX10 0QD.
Replacement of existing detached double garage with new detached double garage and games room with ancillary annex accommodation over.

SUPPORT: Members would like to see a condition added which states that the use of the annex was ancillary to the main dwelling.

704 23/2451/FUL Mr Gary Salcombe Regis Ward Burns Salcombe Regis Camping And Caravan Park, Salcombe Regis, Devon, EX10 0JH.
Demolition of existing sanitary block and construction of replacement sanitary and amenity block.

SUPPORT

705 23/2578/FUL Mr Adrian South Ward Rowden Mulberry Cottage, Convent Road, Sidmouth, EX10 8RB.
Widen existing entrance, demolish existing garage, and replace to include storeroom/workshop. Create En-suite. Construct first floor dormer in bathroom, and a first floor extension on the south west elevation.

SUPPORT

706 23/2582/FUL Dr and Mrs South Ward D Hall Clover Cottage, Boughmore Road, Sidmouth, EX10 8SJ.
Proposed timber cabin.

SUPPORT

707 **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.

DEFERRED: Awaiting Officers report.

- b) 23/2487/TCA Applelands, Bickwell Valley, Sidmouth, Devon, EX10 8RF.
Soth Ward T2: Hazel - fell. (DR)

NOTED

- c) 23/2267/TCA West Hayes, Convent Road, Sidmouth, EX10 8RL.
South Ward T1: Pear - fell. (DR)

NOTED

708 Trees with preservation order

Applications relating to Trees protected by a Tree Preservation Order.

- a) 23/2193/TRE Salcombe Lodge, Sid Road, Sidmouth, EX10 9AH.
Salcombe Regis T1, Horse Chestnut: sectional fell, leaving a 'monolith' at a height of
Ward 6m (DR).

NOTED

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

NOTED

709 Exemption to a Tree Preservation Order

None received.

710 Appeals

None received.

711 Unsupported decisions

- a) 23/1413/FUL Mrs Katie 61 High Street, Sidmouth, EX10 8LE.
East Ward Harley
Installation of dormer windows and roof light to rear elevation,
increase in height of roof to rear wing, replacement of existing rear
access steps and porch and conversion of existing rear kitchen
windows to doors.
SSTC: DO NOT SUPPORT EDDC: APPROVED
- b) 23/0810/FUL Mr Alan 8 Mill Street, Sidmouth, EX10 8DF.
East Ward Stevenson
Proposed single storey rear extension.
SSTC: SUPPORT EDDC: REFUSE

- | | | | |
|-----|---|--------------------------------|---|
| c) | 23/1419/FUL
Sidford
Village | Ms J Grigg | 41 Fleming Avenue, Sidmouth, Devon, EX10 9NH.
Erection of first floor side extension.

SSTC: SUPPORT EDDC: REFUSE |
| d) | 23/1490/FUL
AND
23/1491/LBC
South Ward | SURREIS Ltd | Clock Tower Café, Peak Hill Road, Sidmouth, EX10 8RZ.
Erection of a replacement conservatory following the demolition of existing.

SSTC: DO NOT SUPPORT EDDC: APPROVED |
| e)_ | 23/1827/FUL
Sidford Ward | Mr Terry
Price | 91 Sidford, High Street, Sidford, EX10 9SA.
Construction of a detached garage with office building above
(amendment to application number 22/1270/FUL).

SSTC: DO NOT SUPPORT EDDC: APPROVED |
| f) | 23/1982/FUL
East Ward | K Davis | Fishmongers, The Esplanade, Sidmouth.
Replacement of a defective fish shed.

SSTC: DO NOT SUPPORT EDDC: APPROVED |
| g) | 23/1883/FUL
Primley Ward | Mr Anthony
Warfield | 45 Primley Road, Sidmouth, Devon, EX10 9LF.
Construction of single storey side extension, and two storey rear extension.

SSTC: DO NOT SUPPORT EDDC: APPROVED |
| h) | 23/1974/FUL
South Ward | Mr Kussman
and Mr G
Ward | Hemphaye Cottage, Station Road, Sidmouth, Devon, EX10 8NZ.
Proposed porch to hair salon and change of use of part to form ground floor wc for cottage.

SSTC: SUPPORT EDDC: REFUSE |

712 Enforcement Letters

None received.

713 New Draft Local Plan Update

Councillor Barlow reported that EDDC's Strategic Planning Committee had identified the favoured site for a possible new town near the A3052 road near Hill Barton although it was still very early days in the Local Plan process.

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CHAIR OF THE PLANNING WORKING GROUP

**Minutes of a Meeting of Sidmouth Town Council’s
Tourism and Economy Committee
held in the Council Chamber, Woolcombe House, Sidmouth
on Wednesday 13 December 2023 at 6.30 pm**

Councillors present: Ian Barlow
Paul Dodds
Francetta Bridle
Lorraine Brown
Chris Lockyear
Hilary Nelson
Rachel Perram
Kevin Walker
Phil Weaver
Edward Willis Fleming

Invited Reps: TIC Manager – Tim Shardlow
Ignyte Ltd – Tina Veater

Apologies: Cllr Stuart Hughes
Chamber of Commerce – Sally Mynard

The meeting started at 6.30pm and finished at 8.00pm

PART ‘A’

22 Minutes

The Minutes of the Tourism & Economy Committee meeting held on Wednesday 13 September 2023 were signed and approved as a true and accurate record.

23 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Edward Willis Fleming	29 Festivals Forum	Personal	Remained in the meeting during discussion and voting	Jazz & Blues Festival supporter
Cllr Chris Lockyear	29 Festivals Forum	Personal	Remained in the meeting during discussion and voting	Science Festival Committee member
Cllr Chris Lockyear	29 Festivals Forum	Personal	Remained in the meeting during discussion and voting	Folk Festival Trust member

24 Matters of Urgency and Report

Cllrs Nelson and Barlow gave an update on the proposal that International Coach trips may be encouraged to visit East Devon, supporting the initiative of working towards sustainable transport tourism.

25 Tourism Advisory Group Update

Councillor Nelson and Tina Veater of Ignyte, gave a presentation giving the background and updating all members on the work carried out by the Tourism & Economy Committee, supported by the Tourism Advisory Group.

RESOLVED: That the Tourism Advisory Group report be noted.

25 Information Centre Updates

Tim Shardlow, Tourist Information Centre Manager, gave an update of TIC activities and reported that:

- The TIC was currently open for the 'winter season' hours of 10am to 1.30pm Monday to Saturday, with one member of staff.
- All Members were encouraged to visit the TIC to meet the staff and see what information and services were available. There were many organisations and activity groups that the TIC supported and publicised including, most recently, the important Autumn events of the September Walking Festival and Classic Car Show, followed by the Science Festival in October.
- TIC staff had attended many informative meetings, such as the East Devon National Landscape Project (previously the AONB), the Tourism Network, Visit England webinars and Trade Shows at Westpoint.
- It had been announced that the reduced EDDC car park charges would remain in place until the end of March 2024 and the £2 flat rate bus fare would continue until Autumn 2024. These were very positive outcomes for both visitors and residents.
- TIC staff were extremely concerned by the proposed siting of a Changing Places toilet immediately in front of the TIC building. The Town Clerk reported that he had spoken to officers at the District Council regarding some alternative locations and that the Town Council would have an opportunity to respond at the planning application stage. Members expressed their dismay that the District Council had not fully engaged with the Town Council to look seriously at alternative sites.

RESOLVED: That the Sidmouth Information Centre report be noted and thanks be recorded to Tim Shardlow and the TIC staff for all their hard work throughout the year who were a great credit and asset to Sidmouth.

26 Tourism & Promotion Contract Update

Tina Veater, Ignyte, presented the Ignyte Visit Sidmouth summary report and explained the breakdown of the social media data report. Tina encouraged Members to inform her of any events or information that could be updated on the Visit Sidmouth, Ignyte welcomed content being supplied.

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

27 Tourism & Promotion Finance Report

The Chair presented the Tourism & Promotion Finance report for the period ending October 2023.

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

28 IRF Project Update

The Chair presented the IRF (Coast Meets Country project) Finance report for the period ending October 2023 and gave an update on the progress of the IRF Project which was nearing completion.

The other towns involved in the CMC project had given their commitment to continue to work together into the future and it was hoped that Axminster and possibly other nearby towns would also become involved.

RESOLVED: That the IRF Project report be noted.

29 Festivals Forum

It was noted that a Festivals Forum had been set up with the intention of encouraging co-operation and knowledge sharing between festivals and promote shared initiatives. It was hoped that the forum could help reduce costs, particularly for some of the smaller regular events.

30 Local Visitor Economy Partnership Discussions

The Chair of the Committee had included an update on discussions to create a Local Visitor Economy Partnership for Devon and the implications for tourism and tourism promotion in Sidmouth, as part of the tourism Advisory Group update report earlier in the meeting.

Having a single voice for Devon was a key part of the formation of the group and the Council's existing partner, Visit Devon was best placed to take this forward.

31 Matters Raised by Invited Representatives

Sally Mynard, Chair, Chamber of Commerce, had been unable to attend the meeting.

RESOLVED: That the Chair of the Committee would write to Sally Mynard to thank her for all her valuable work with the Chamber of Commerce, Tourism Advisory Group and Tourism & Economy Committee.

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CHAIR OF THE TOURISM & ECONOMY WORKING GROUP

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 8 - November 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	2,412	13,926	17,000	3,074	0
Christmas Lighting & Events	0	7,750	15,500	7,750	0
Donation to Christmas Lighting (Income)	-1,750	-1,750	-1,750	0	0
Tourism Promotion	4,325	18,750	50,000	31,250	-8,800
Tourism Promotion Income	-1,283	-5,334	-26,000	-20,666	0
Innovation & Resilience Fund	766	40,937	0	-40,937	-40,937
Verge Cutting, Town Maintenance & Weeding	2,971	14,883	24,500	9,617	0
Verge Cutting DCC Grant (Income)	0	-4,983	-4,950	33	0
Street Furniture	0	0	5,000	5,000	0
Sidmouth Information Centre	11,700	31,700	32,700	1,000	0
Water Fountains & Defib Mtce	131	1,214	2,000	786	0
Dog Hygiene Bins	0	0	2,000	2,000	0
War Memorials	0	0	2,500	2,500	0
Parish Paths Partnership Payments	423	2,367	0	-2,367	-2,367
Parish Paths Partnership (Income)	0	-2,150	0	2,150	2,150
	£19,695	£153,029	£198,630	£45,601	-£49,954

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)	-800	-10,189	0	10,189	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)	-7,489	-18,284	0	18,284	18,284
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	1,948	0	-1,948	-1,948
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
	-£8,289	£69,187	£100,800	£31,613	£41,176

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 8 - November 2023

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
<u>Woolcombe House</u>					
Services Gas/Water/Elec	724	3,599	7,000	3,401	0
Woolcombe House Business Rate	0	8,426	7,600	-826	0
Woolcombe House (Loan Interest&Repayment)	0	7,445	14,890	7,445	0
Woolcombe House-General Maintenance	261	3,937	7,000	3,063	0
	£985	£23,407	£36,490	£13,083	£0

Other Property

Alma Lane Field	0	0	200	200	0
Manstone Youth Centre	6,206	28,704	85,000	56,296	0
Manstone Sports and Play Areas	110	467	2,000	1,533	0
Long Park & Play Area	187	6,689	1,500	-5,189	-5,189
The Arches	4,727	25,866	36,000	10,134	0
The Arches East (Income)	0	-13,207	-24,250	-11,043	0
Conservatory Maintenance	0	390	2,000	1,610	0
Knowle Parkland & Amphitheatre	2,311	2,291	10,000	7,709	0
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
	£13,541	£52,698	£119,405	£66,707	-£2,101

Trust Property

The Ham

The Ham Ground Mtce	242	968	2,000	1,032	0
The Ham Other Mtce	438	35,129	24,000	-11,129	-11,129
The Ham Play Equipment	300	3,515	1,500	-2,015	-2,015
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	888	3,000	2,112	0
The Ham Rent (Income)	-334	-12,531	-10,000	2,531	0

Manstone

Manstone Land Ground Mtce	132	528	800	272	0
Manstone Other Maintenance	0	1,600	1,600	0	0
Manstone Reserve	110	685	2,000	1,315	0
Manstone Rent (Income)	0	-690	-1,380	-690	0

Salcombe Regis

S.R. Allotment Field	0	0	0	0	0
S.R. Recreation Field	55	0	0	0	0
S.R. Recreation Field Rent (Income)	0	-525	-525	0	0
	£1,267	£35,470	£29,995	-£5,475	-£13,144

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 8 - November 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	0	227	2,000	1,773	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	£8,050	£15,900	£7,850	£0
<u>Staff</u>					
Salaries	13,545	74,552	109,000	34,448	0
Pensions	2,727	15,300	22,000	6,700	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
	£16,272	£95,996	£152,600	£56,604	£0
<u>Office Expenses</u>					
Postage	80	260	500	240	0
Stationery	181	881	1,500	619	0
Telephone	0	3,437	4,000	563	0
Subscriptions	0	2,397	2,600	203	0
Photocopier	62	199	800	601	0
Internet, website and webcams	1,500	3,540	4,000	460	0
Computer Software Contracts	6	2,810	3,000	190	0
Computer Maintenance Support	0	1,759	3,000	1,241	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	27	407	1,000	593	0
Bank Charges	10	163	300	137	0
Bank Interest Received (Income)	-131	-7,678	-2,500	5,178	0
	£1,735	£17,385	£26,700	£9,315	£0

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 8 - November 2023

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
Expense Group Totals					
Council Services	19,695	153,029	198,630	45,601	-49,954
Discretionary Expenditure	-8,289	69,187	100,800	31,613	41,176
Woolcombe House	985	23,407	36,490	13,083	0
Other Freehold Property	13,541	52,698	119,405	66,707	-2,101
Trust Property	1,267	35,470	29,995	-5,475	-13,144
Members	0	8,050	15,900	7,850	0
Staff	16,272	95,996	152,600	56,604	0
Office Expenses	1,735	17,385	26,700	9,315	0
Precept Received	0	-680,520	-680,520	0	
Net Income over Expenditure	£45,206	-£225,298	£0	£225,298	-£24,023

Current/Deposit Bank Accounts

£1,245,431

of which

Woolley Bequest

£5,463

Rayson Bequest Fireworks/Light Displays

£61,048

Rayson Bequest Natural/Sidmouth History

£61,085

Rayson Bequest Party/Celebrations

£59,924

Innovation & Resilience Fund

£16,494

Earmarked Reserves

£614,599

SIDMOUTH TOWN COUNCIL
***Draft* LIST OF MEETING DATES**
JAN 2024 – MAY 2025

*Council and Committee meetings will be held at the
Council Chamber, Woolcombe House unless otherwise stated.
Working Group meetings will be held via Zoom unless otherwise detailed.*

2024

JANUARY	Wed	03	PLANNING WORKING GROUP
	Mon	08	COUNCIL
	Wed	17	PLANNING WORKING GROUP
	Mon	22	COUNCIL (ESTIMATES & GRANTS)
	Wed	31	PLANNING WORKING GROUP
FEBRUARY	Mon	05	COUNCIL
	Mon	12	ENVIRONMENT COMMITTEE
	Wed	14	PLANNING WORKING GROUP
	Wed	28	PLANNING WORKING GROUP
MARCH	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
APRIL	Mon	08	COUNCIL
	Wed	10	PLANNING WORKING GROUP
	Mon	22	ENVIRONMENT COMMITTEE
	Wed	24	PLANNING WORKING GROUP
MAY	Wed	08	PLANNING WORKING GROUP
	Mon	13	ANNUAL COUNCIL
	Wed	22	PLANNING WORKING GROUP
JUNE	Mon	03	COUNCIL
	Wed	05	PLANNING WORKING GROUP
	Wed	12	TOURISM & ECONOMY COMMITTEE
	Wed	19	PLANNING WORKING GROUP
JULY	Mon	01	COUNCIL
	Wed	03	PLANNING WORKING GROUP
	Mon	08	ENVIRONMENT COMMITTEE
	Wed	17	PLANNING WORKING GROUP
	Wed	31	PLANNING WORKING GROUP
AUGUST	Mon	05	COUNCIL
	Wed	14	PLANNING WORKING GROUP
	Wed	28	PLANNING WORKING GROUP
SEPTEMBER	Mon	02	COUNCIL
	Wed	11	PLANNING WORKING GROUP
	Wed	18	TOURISM & ECONOMY COMMITTEE
	Wed	25	PLANNING WORKING GROUP

OCTOBER	Mon	07	COUNCIL
	Wed	09	PLANNING WORKING GROUP
	Mon	14	COUNCIL (PRE-BUDGET)
	Mon	21	ENVIRONMENT COMMITTEE
	Wed	23	PLANNING WORKING GROUP
NOVEMBER	Mon	04	COUNCIL
	Wed	06	PLANNING WORKING GROUP
	Wed	20	PLANNING WORKING GROUP
DECEMBER	Mon	02	COUNCIL
	Wed	04	PLANNING WORKING GROUP
	Wed	11	TOURISM & ECONOMY COMMITTEE
	Wed	18	PLANNING WORKING GROUP

2025

JANUARY	Mon	06	COUNCIL
	Wed	08	PLANNING WORKING GROUP
	Mon	13	ENVIRONMENT COMMITTEE
	Wed	17	PLANNING WORKING GROUP
	Mon	20	COUNCIL (ESTIMATES & GRANTS)
	Wed	22	PLANNING WORKING GROUP
FEBRUARY	Mon	03	COUNCIL
	Wed	05	PLANNING WORKING GROUP
	Wed	19	PLANNING WORKING GROUP
MARCH	Mon	03	COUNCIL
	Wed	05	PLANNING WORKING GROUP
	Wed	12	TOURISM & ECONOMY COMMITTEE
	Wed	19	PLANNING WORKING GROUP
APRIL	Wed	02	PLANNING WORKING GROUP
	Mon	07	COUNCIL & TOWN ASSEMBLY (<i>Venue tba</i>)
	Mon	14	ENVIRONMENT COMMITTEE
	Wed	16	PLANNING WORKING GROUP
	Wed	30	PLANNING WORKING GROUP
MAY	Mon	12	ANNUAL COUNCIL
	Wed	14	PLANNING WORKING GROUP
	Wed	28	PLANNING WORKING GROUP

***Council and Committee meetings will be held at the
Council Chamber, Woolcombe House unless otherwise stated.
Working Group meetings will be held via Zoom unless otherwise detailed.***

Notes

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