

SIDMOUTH TOWN COUNCIL

WOOLCOMBE HOUSE
WOOLCOMBE LANE
SIDMOUTH
DEVON
EX10 9BB

Telephone: 01395 512424

Email: towncouncil@sidmouth.gov.uk

Website: www.sidmouth.gov.uk

28 March 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 April 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 March 2024.	4 – 5
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 28 February and 13 March 2024.

8.2 Tourism & Economy Committee

a) To receive the report of the Tourism & Economy Committee meeting held on Wednesday 20 March 2024.

b) To receive and confirm adoption of the Sustainable Tourism Roadmap report as a working document.

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

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

b) To approve and confirm Councillors Bridle, Dodds and Nicholson to the membership of the Youth Provision Working Group.

6 – 15

16 – 17

Attached
with
agenda

- 9 **Reports from Members with Special Responsibilities**
9.1 Finance Report 18 – 21
 To receive the Finance Report for February 2024.
- 9.2 Other Reports from Members with Special Responsibilities
 To receive other notified reports from other Members.
- 10 **Vacancy – Sidford Ward**
 To formally note the resignation of Louise Laybury from the Sidford Ward. A successful election petition has been received and if contested a poll will be held on Thursday 2 May.
- 11 **Sidmouth Festival of Flags - A Celebration of Sidmouth project** 22 – 24
 Members are asked to consider the attached email received from Lousie Cole, Director Sidmouth Coastal Community Hub, who has requested permission to use the catenary wires running through the town centre for a flag display through the town in the summer. This creative community project focuses on building new creative skills and confidence, placemaking through community cooperation with a shared aims i.e. community cohesion, sense of civic pride and belonging.

The Town Clerk has liaised with the Council’s lighting contractors who have confirmed that the catenary wires are stress tested each year and could be used for this purpose.

Forthcoming meetings:

APR	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

SIDMOUTH TOWN COUNCIL
Minutes of the Meeting of Sidmouth Town Council
held at St Francis Hall, Woolbrook, Sidmouth
on Monday 4 March 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
Primley	Francetta Bridle Hilary Nelson (Vice Chair) Kevin Walker
Sidford	Mike Goodman
Salcombe Regis	Ian Barlow Edward Willis Fleming
Apologies:	Lorraine Brown, Louise Laybury, John Loudoun, Phil Weaver

The meeting started at 8.15pm and finished at 8.40pm

PART 'A'

125 Minutes

The minutes of the meeting of the Town Council held on Monday 5 February 2024 were signed as a true and accurate record.

126 Declarations of Interest

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

127 Matters of Urgency or Report from the Chair

- The Chair reported the sad news that former Councillor John Dyson had recently died. John Dyson had been a hardworking and respected Member of the Council from 2005 to 2019. He had been instrumental in helping to save the Manor Pavilion from closure, setting up and running the Sidmouth Hopper Bus and had been a long-term Member and Chair of the Parish Paths Partnership Committee. A minute's silence was held as a mark of respect.
- The Chair would arrange for a discussion of the Town Council's priorities for the forthcoming year/s at a future meeting.
- Sidmouth Museum had extended an invitation to Members and their partners to attend an open afternoon at 2.30pm on Sunday 24 March.

128 Committee and Working Group Reports

128.1 Planning Working Group Reports

Councillor Dent, Chair of the Planning Working Group, presented the reports of the Planning Working Group meetings held on Wednesdays 31 January and 14 February 2024.

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

128.2 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 20 March.

128.3 Environment Committee

Councillor Barlow, Chair of the Environment Committee, presented the report of the Environment Committee meeting held on Monday 12 February 2024.

RESOLVED: that the Environment Committee minutes be noted and decisions agreed.

128.4 Council Resources Working Group

Nothing to report.

128.5 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 would be published in the next few weeks.

129 Reports from Members with Special Responsibilities

129.1 Finance Report

Councillor Lockyear presented the Finance Report for January 2024.

RESOLVED: That the Finance Report for January 2024 be noted.

129.2 Sidmouth Wellbeing and Health Action Team (WHAT)

Councillor Davis reported that the WHAT team were still needing to source other funding to maintain the services offered and had been running a campaign in the Sidmouth Herald. The WHAT team may have to stop the school based mentoring work.

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

129.3 Sidmouth in Bloom

Councillor Nelson reported that Sidmouth in Bloom had a staff/volunteer problem and would need help with creating the portfolio, school liaison, fund raising and treasurer.

RESOLVED: That the Sidmouth in Bloom report be noted.

129.4 Sidmouth Consolidated Charities

Councillor Perram reported that progress had been made with the District Council who had now agreed that, where appropriate, flooring and appliances could be left in rental properties when the tenancy changed.

RESOLVED: That the Sidmouth Consolidated Charities report be noted.

.....
CHAIR OF THE COUNCIL

**Sidmouth Town Council’s Planning Working Group
held on Wednesday 28 February 2024
(The Working Group met virtually)**

Councillors present: Kelvin Dent (Chair)
John Nicholson
Rachel Perram

Apologies: Cllr Bernie Davis
Cllr Chris Lockyear
Cllr John Loudoun
Cllr Louise Laybury

Also present: Cllr Ian Barlow
Cllr Edward Willis Fleming

The meeting started at 10.00am and finished at 12.00pm

775 Declarations of Interest

Cllr Kelvin Dent	24/0263/MFUL	Personal	Item deferred.	Resident of Knowle Drive
Cllr Rachel Perram	24/0138/TCA	Personal	Remained in the meeting but did not vote	Neighbour
Cllr Edward Willis Fleming	23/2360/FUL	Personal	Remained in the meeting	Friend
Lucy Whittaker Planning Clerk	23/2360/FUL	Personal	Remained in the meeting.	Neighbour
Lucy Whittaker Planning Clerk	24/0184/FUL 24/0185/LBC	Personal	Item deferred.	Friend

776 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.

777 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 14 February 24.

The Chair reported that Advertising Consent 24/0146/ADV had been deferred at the previous meeting in order to obtain advice from the Local Planning Authority. The Conservation Officer had responded that she had no objection to the various signs but would like to receive clarification regarding the materials to be used for the sign above the main entrance.

778 24/0146/ADV Sonja Joules, Market Place, Sidmouth, EX10 8AR.
East Ward Critchley 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.

RESOLVED: that the Town Clerk, in consultation with the Chair, be authorised to APPROVE the application subject to the Conservation Officer being satisfied with the materials to be used for the sign above the main entrance.

779 Responding to Planning Applications

A discussion document on how Sidmouth Town Council might respond to future consultation by the Local Planning Authority was considered and responses agreed by Members.

RESOLVED: That, whilst it was open to the Town Council to respond to the Local Planning Authority with whatever observations were considered to be relevant, the standard replies would be as follows:

1. That where the Town Council have no strong feelings either way about a planning application it should respond “no objections”.
2. That the Town Council should respond “do not support” in cases where it has concerns about an application backed by policy reasons e.g. because of overlooking neighbours.
3. That the Town Council should respond “support” only in rare cases where it actively supports an application and would really like to see the proposed development carried out e.g. where the application includes an element of public benefit.
4. That the Town Council should respond “object” only in those rare cases where the application proposes palpable public harm to local amenities.

780 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.

781 23/2537/FUL Mr Jorge Sidmouth Swimming Pool, Ham Lane, Sidmouth, EX10 8XR.
East Ward Pineda- Erection of a new public toilet building. (Amendment).
Langford
(EDDC)

OBJECT: 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 proposal would not preserve the conservation area by being a purely functional building and does not pay attention to the desirability of preserving or enhancing the character or appearance of the conservation area. Whilst also contradicting Policy 7 of the Sid Valley Neighbourhood Plan. It did not complement or enhance the local distinctiveness of the character of its immediate locality. The amendments did not provide Members with sufficient reasons to overcome previous concerns.

NOTE: Members wished to draw to the attention of the applicants, that some of the pictures submitted with the application were contradictory and misleading.

- 782** 23/2360/FUL Mr & Mrs Castle Hill House, Greenhead, Sidbury, EX10 0QD.
Sidbury Ward Webb
Replacement of existing detached double garage with new detached double garage and games room with ancillary annex accommodation over. (Amendment).

NO OBJECTIONS

NOTE: Members recommended the inclusion of a condition that the use of the annex should be ancillary to that of the main building.

- 783** 24/0222/FUL Mr Ralph Bramley, Ridgeway, Sidbury, EX10 0SF.
Sidbury Ward Watson
Erection of a bungalow.

DO NOT SUPPORT: The overall design of the bungalow failed to consider the local distinctiveness of Sidbury and did not contribute positively to the character and appearance of the Conservation Area. Members felt the design to be contrary to the Sid Valley Neighbourhood Plan Policy 7: Design and Distinctiveness. Preference was for a design that aligns with the existing architectural style, materials, and local aesthetic of the locality.

- 784** 24/0184/FUL Mr & Mrs Bundels, Ridgeway, Sidbury, Devon, EX10 0SF.
Sidbury Ward Mitchell
Demolition of existing garage and storage shed; construction of new garage; alterations to existing driveway and retrospective approval for existing garden office.

DEFERRED: to await the views of the Ward Member at a future meeting.

- 785** 24/0185/LBC Mr & Mrs Bundels, Ridgeway, Sidbury, Devon, EX10 0SF.
Sidbury Ward Mitchell
Demolition of existing garage and storage shed; construction of new garage; alterations to existing driveway and retrospective approval for existing garden office.

DEFERRED: to await the views of the Ward Member at a future meeting.

- 786** 24/0281/AGR Mr Andrew Chineway Farm, Putts Corner, Sidbury, Sidmouth, EX10 0QQ.
Sidbury Ward Hall
Agricultural building for hay, straw and storage of machinery.

NO OBJECTIONS

NOTE: In view of the recent planning history in the area and its sensitive location, Members would like the Local Planning Authority to ensure the barn was used solely for agricultural use (for example by means of an agreement or a condition tying the barn to a particular farm or requiring the removal of the barn if it is no longer required for agriculture.)

- 787** 24/0311/FUL Mr & Mrs Uphills, Greenway Lane, Sidmouth, EX10 0LZ.
West Ward Chistopher
Mead
Proposed Change of Use from residential Annex (for ancillary accommodation) to a Holiday Let.

NO OBJECTIONS.

- 788** 24/0263/MFUL Mr Paull Former Council Offices Knowle, Sidmouth, Devon, EX10 8HL.
South Ward
Redevelopment of site to provide: (a) Care home building (Class C2) with associated parking, landscaping, staff and resident facilities and associated works, (b) Extra care apartment building (53 units) with associated communal lounge, wellbeing suite, restaurant and care provision (class C2) (c) Retirement living apartment building (33 units) with associated communal lounge (Sheltered housing) and (d) Erection of 4 houses and 3 townhouses (Class C3). Along with accesses, internal car parking, roads, paths, retaining walls, refuse and landscaping associated with development; retention/refurbishment of building B, erection of habitat building and sub-stations. (Demolition of buildings other than building B) (Variation to previous application (23/0571/MFUL) showing removal of balconies and elevational changes to west elevation of Retirement Living block). (Amendment).

The meeting would have become inquorate if the Chair withdrew because of the personal interest which he had declared in the application and the item was therefore **DEFERRED**

789 Trees in Conservation Areas

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

NOTED

790 Trees with preservation order

Applications relating to Trees protected by a Tree Preservation Order.

- a) 24/0277/TRE David Barlow Sherwood, Salcombe Hill Road, Sidmouth, Devon, EX10 8JS.
Salcombe Regis Barlow T1, Lime: re-pollard to previous reduction points.
Ward

DEFERRED: Awaiting Officers report.

791 Exemption to a Tree Preservation Order

None received.

792 Appeals

None received.

793 Unsupported decisions

None received.

794 Enforcement Letters

None received.

795 Urgent Items

None received.

796 New Draft Local Plan Update

Work on preparing the new Local Plan was continuing, EDDC had 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. However, it was understood that possible amendments to Green Wedges would receive further consideration at a future meeting.

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CHAIR OF THE PLANNING WORKING GROUP

**Sidmouth Town Council's Planning Working Group
held on Wednesday 13 March 2024**

(The Working Group met virtually)

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

Apologies: Cllr Chris Lockyear
Cllr Louise Laybury

Also present: Cllr Ian Barlow (from 11am)

The meeting started at 10.00am and finished at 11.45am

797 Declarations of Interest

Cllr Kelvin Dent	24/0263/MFUL Former Council Offices Knowle, Sidmouth	Personal	Left the meeting and did not vote.	Resident of Knowle Drive
Cllr John Loudoun	24/0184/FUL 24/0185/LBC Bundels, Ridgeway, Sidbury	Personal	Remained in the meeting but did not vote.	Acquainted with the applicant
Lucy Whittaker Planning Clerk	24/0184/FUL 24/0185/LBC Bundels, Ridgeway, Sidbury	Personal	Remained in the meeting.	Acquainted with the applicant

798 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.

799 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 28 February 24.

Arising on the minutes, Members would like to add to Minute 781 application 23/2537/FUL the request to discuss with EDDC an alternative location for the toilet block.

800 Urgent Items

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.
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GRANTED

801 Request by Local Planning Authority to reconsider based on Conservation Officer response:

23/1015/ADV Mr Stephen Port Royal Club, The Esplanade, Sidmouth, Devon, EX10 8BG.
East Ward Smith Installation of a vinyl mounted sign on the front of the Crows Nest at the top of the building.

GRANTED

802 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.

803 24/0326/FUL Dominic 1 Royal London Court, Fore Street, Sidmouth, EX10 8AD.
East Ward Manser First floor extension above existing entrance and WC.
(Resubmission of 21/0387/FUL).

NO OBJECTIONS

804 24/0402/FUL Mr and Mrs 45 Sid Park Road, Sidmouth, Devon, EX10 9BR.
North Ward Foster Single storey rear extension.

NO OBJECTIONS

805 23/2523/FUL Mr & Mrs Northcombe Farm, Salcombe Regis, EX10 0JQ.
Salcombe Regis Eccles Proposed annexe (conversion of redundant rural building).
Ward
DEFERRED: Awaiting the submission of a tree survey.

806 24/0428/FUL James Moorlands Farm, Mincombe Post, Sidbury, EX10 0QW.
Sidbury Ward Hortop Construction of rear single storey extension and new front porch.

NO OBJECTIONS.

NOTE: In view of the remote location of the property in the countryside, members recommend the inclusion of a condition limiting its use to a single residence and excluding any business use.

807 24/0184/FUL Mr & Mrs Bundels, Ridgeway, Sidbury, Devon, EX10 0SF.
Sidbury Ward Mitchell Demolition of existing garage and storage shed; construction of new garage; alterations to existing driveway and retrospective approval for existing garden office.

NO OBJECTIONS

Note: Members recommend the inclusion of a condition for a legal tie to ensure that the use of the new buildings remain ancillary to the dwelling.

808	24/0185/LBC Sidbury Ward	Mr & Mrs Mitchell	Bundels, Ridgeway, Sidbury, Devon, EX10 0SF. Demolition of existing garage and storage shed; construction of new garage; alterations to existing driveway and retrospective approval for existing garden office.
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NO OBJECTIONS

Note: Members recommend the inclusion of a condition for a legal tie to ensure that the use of the new buildings remain ancillary to the dwelling.

809	24/0263/MFUL South Ward	Mr Paull	Former Council Offices Knowle, Sidmouth, Devon, EX10 8HL. Redevelopment of site to provide: (a) Care home building (Class C2) with associated parking, landscaping, staff and resident facilities and associated works, (b) Extra care apartment building (53 units) with associated communal lounge, wellbeing suite, restaurant and care provision (class C2) (c) Retirement living apartment building (33 units) with associated communal lounge (Sheltered housing) and (d) Erection of 4 houses and 3 townhouses (Class C3). Along with accesses, internal car parking, roads, paths, retaining walls, refuse and landscaping associated with development; retention/refurbishment of building B, erection of habitat building and sub-stations. (Demolition of buildings other than building B) (Variation to previous application (23/0571/MFUL) showing removal of balconies and elevational changes to west elevation of Retirement Living block). (Amendment).
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OBJECT:

Based on the concerns and objections outlined in the Town Council's previous response, the proposed development still did not align with Policy 1 Sid Valley Development Principles, which prioritises avoiding adverse impacts on the environmental quality of the Sidmouth area and sought to protect or enhance the Sid Valley. The key points raised against the development proposal:

- 1) Population Impact: The development was expected to increase the number of elderly residents in an area that already had a disproportionately large elderly population. This would strain healthcare and support services that are already oversubscribed and unable to meet the needs of current residents. Additionally, it would not address the housing and employment needs of younger demographics in the area.
- 2) Environmental Concerns: The scale and design of the proposed apartment blocks are considered overdevelopment, leading to an overbearing appearance, and overlooking adjacent properties. The mass, height, and colour of the buildings are deemed detrimental to the valley and surrounding landscape, not respecting the character and scale of the existing neighbourhood.
- 3) Design and Aesthetics: The revised proposals were unattractive and of poor design. Despite attempts to adjust the placement of the buildings, they are still seen as too prominent and out of keeping with the surroundings, including a listed 'folly' in the area.

4) Housing Market Considerations: Members had concerns about the demand for such units, as evidenced by considerable numbers of unsold or unoccupied age restricted units in the town. This raised questions about the balance of priorities in addressing Sidmouth's housing needs.

5) Insufficient car parking: Considering the impact on residents, visitors, and staff, insufficient parking within the residential complex would lead to spill-over parking on surrounding streets. This would cause congestion, obstruct traffic flow, and create safety risks for pedestrians and other road users.

Considering these objections, Members considered it essential for the developers and relevant authorities to reconsider the proposed development.

810 24/0367/FUL Mr Adam Cypress Cottage, Station Road, Sidmouth, Devon, EX10 8NZ.
South Ward Dent Demolition of existing garage, construction of new single storey timber frame double garage with gable roof at rear of the property.

NO OBJECTIONS.

811 24/0459/FUL Mr & Mrs 50 Arcot Park, Sidmouth, EX10 9HU.
West Ward David Beck Proposed single-storey side and rear extensions.

NO OBJECTIONS.

812 Trees in Conservation Areas

a) 24/0334/TCA Mrs Bundels, Ridgeway, Sidbury, EX10 0SF.
Sidbury Ward Johanna T1, Poplar : crown lift 3m above ground level, maximum diameter
Mitchell cuts (MDC) 25-50mm to remove low branches and branches overhanging neighbours property. T2, Apple : branch reduction of 2-2.5m creating 2m lateral clearance from adjacent property on northern aspect, MDC 25mm. T3, Apple : branch reduction of 1-2m creating 2m lateral clearance from adjacent property on southern aspect, MDC 25mm.

DEFERRED: Awaiting the Officer's report.

b) 24/0223/TCA 13 Cottington Court, Sidmouth, EX10 8HD
South Ward 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. (DR)

NOTED

813 Trees with preservation order

Applications relating to Trees protected by a Tree Preservation Order.

a) 24/0127/TRE Brinkburn Court, Manor Road, Sidmouth, EX10 8SB.
South Ward 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. (DR).

APPROVED: subject to the conditions recommended by the Arboricultural Officer.

814 Exemption to a Tree Preservation Order

None received.

815 Appeals

APP/U1105/D/24 Ms J Grigg 41 Fleming Avenue, Sidmouth, Devon, EX10 9NH.
/3337466 Erection of first floor side extension.

816 Unsupported decisions

None received.

817 Enforcement Letters

None received.

818 Urgent Items

819 New Draft Local Plan Update

Councillor Barlow reported that EDDC’s Strategic Planning Committee were endeavoring to keep up to date with progress. Consultation was proposed on the exclusion of land in the Fortescue area west of Soldiers Hill from the Coastal Protection Zone on the grounds that it is too far from the coast. However, another area of land just outside the Town Council boundary north of Pinn Lane, Otterton, was proposed for inclusion.

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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 20 March 2024 at 6.30 pm**

Councillors present: Ian Barlow
Chris Lockyear
Hilary Nelson
Rachel Perram
Kevin Walker
Phil Weaver

Also Present: John Nicholson

Invited Reps: TIC Manager – Tim Shardlow
Ignyte Ltd – Tina Veater
Chamber of Commerce – Ian Gregory

Apologies: Francetta Bridle, Lorraine Brown, Paul Dodds

The meeting started at 6.30pm and finished at 8.10pm

PART 'A'

32 Minutes

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

33 Declarations of Interest

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

34 Matters of Urgency and Report

There were no matters of urgency.

35 Tourism Advisory Group Update

Councillor Nelson and Tina Veater of Ignyte, updated members on the work carried out by the Tourism & Economy Committee, supported by the Tourism Advisory Group.

Priorities for the coming year were a 'Family Friendly' promotion to advertise low-cost activities for visitors and residents and a 'Buy Local' promotion aimed at encouraging residents and visitors to spend on food and services locally.

It was noted that the new Virtual Tour Promotion was already online and was being updated and optimised for mobile devices.

RESOLVED: That the Tourism Advisory Group report be noted.

36 Information Centre Updates

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

- The TIC continued the promotion of local events, activities and facilities of interest for visitors and residents, options for sustainable tourism and good value for family groups.
- Opening hours would increase in late April and extend to 7 days per week in the second half of May; footfall has increased considerably over 2023 so far.

- TIC staff had attended tourism networking opportunities and informative online sessions, including those for disability awareness.
- The TIC manager was currently reviewing stocks of merchandise for 2024 and opportunities with visitor attractions in order to reciprocate promotion.
- There had been a good level of Folk Festival ticket sales since mid-December and TIC staff were assisting with enquiries from attendees.
- International Jazz & Blues Festival tickets were expected for sale at TIC by Easter.
- The Town Map for 2024 would be received shortly; the 2023 version had once again proved to be incredibly popular

RESOLVED: That the Sidmouth Information Centre report be noted.

37 Tourism & Promotion Contract Update

Tina Veater, Ignyte, presented the Ignyte Visit Sidmouth summary report and explained the breakdown of the social media data report.

It was noted that 2023 had finished with over 1.4 million pageviews nearly equalling that immediately after lockdowns, which itself was extremely high.

The forecast for 2024 remained incredibly challenging for the hospitality and the tourism sector with last minute bookings, shorter stays, bargains being sought and the pressure from warmer sun holidays impacting the UK.

Members were encouraged to inform the Council and Ignyte of any events or information that could be updated on Visit Sidmouth.

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

38 Tourism & Promotion Finance Report

The Chair presented the Tourism & Promotion Finance report for the period ending February 2024.

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

39 IRF Project Update

The Chair reported on the conclusion of the funded element of the Coast & Country project and asked Members to note the final IRF Finance report for the period ending 15 December 2023. Cllr Nelson also gave an update on the ongoing legacy elements of the project including the continued collaboration and working with the partner towns.

RESOLVED: That the IRF Project report be noted.

40 Sustainable Tourism Roadmap

Members were asked to receive and adopt the Sustainable Tourism Roadmap report issued with the agenda.

RECOMMENDED: That the Sustainable Tourism Roadmap report be adopted by the Town Council as a working document.

41 Matters Raised by Invited Representatives

Ian Gregory, newly appointed Vice Chair of the Sidmouth Chamber of Commerce, raised no specific issues from the agenda but commented that he hoped to make the Chamber more structured in its approaches to continuing to work with the Council to ensure that all voices from more businesses were heard.

RESOLVED: That the Chamber of Commerce report be noted.

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 11 - February 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	0	47,626	47,630	4	0
Flower Beds, Planters & Watering	1,870	16,858	17,000	142	0
Christmas Lighting & Events	500	16,220	15,500	-720	0
Donation to Christmas Lighting (Income)	0	-1,750	-1,750	0	0
Tourism Promotion	3,850	30,491	50,000	19,509	-8,800
Tourism Promotion Income	-661	-15,281	-26,000	-10,719	0
Innovation & Resilience Fund	-180	56,757	0	-56,757	-56,757
Verge Cutting, Town Maintenance & Weeding	2,485	21,339	24,500	3,161	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	0	32,700	32,700	0	0
Water Fountains & Defib Mtce	150	1,660	2,000	340	0
Dog Hygiene Bins	1,650	1,650	2,000	350	0
War Memorials	0	0	2,500	2,500	0
Parish Paths Partnership Payments	0	2,570	0	-2,570	-2,570
Parish Paths Partnership (Income)	0	-2,150	0	2,150	2,150
	£9,664	£206,157	£198,630	-£7,527	-£65,977

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	229	41,757	12,500	-29,257	0
Donation to Sidmouth Regatta Air Show (Income)	0	-11,020	0	11,020	0
Environment Committee	23	4,397	12,000	7,603	0
Donation to use of Marquee (Income)	0	-50	0	50	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	0	3,018	0	-3,018	-3,018
	£252	£70,533	£100,800	£30,267	£39,251

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 11 - February 2024

Woolcombe House

	Actual	Actual	Current	Budget	Cummulative
	Current Month	Year to Date	Annual Budget	Balance	To + / From -
					EMReserves
Services Gas/Water/Elec	489	5,405	7,000	1,595	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	700	6,630	7,000	370	0
	£1,189	£35,350	£36,490	£1,140	£0

Other Property

Alma Lane Field	0	0	200	200	0
Manstone Youth Centre (Income)	-10,875	-10,875	0	10,875	0
Manstone Youth Centre	13,836	49,958	85,000	35,042	0
Manstone Sports and Play Areas	320	1,186	2,000	814	0
Long Park & Play Area	93	7,069	1,500	-5,569	-5,569
The Arches	439	32,594	36,000	3,406	0
The Arches East (Income)	0	-19,811	-24,250	-4,439	0
Conservatory Maintenance	130	650	2,000	1,350	0
Knowle Parkland & Amphitheatre	0	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
	£3,943	£17,374	£119,405	£102,031	£47,519

Trust Property

The Ham

The Ham Ground Mtce	121	1,331	2,000	669	0
The Ham Other Mtce	0	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	1,849	3,000	1,151	0
The Ham Rent (Income)	-120	-12,817	-10,000	2,817	0

Manstone

Manstone Land Ground Mtce	66	726	800	74	0
Manstone Other Maintenance	0	1,600	1,600	0	0
Manstone Reserve	0	1,085	2,000	915	0
Manstone Rent (Income)	0	-1,035	-1,380	-345	0

Salcombe Regis

S.R. Allotment Field	0	0	0	0	0
S.R. Recreation Field Rent (Income)	0	-525	-525	0	0
	£391	£37,627	£29,995	-£7,632	-£14,010

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 11 - February 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	9,240	102,270	109,000	6,730	0
Pensions	1,897	20,991	22,000	1,009	0
Project Support	0	6,000	20,000	14,000	0
Staff Eye Tests	0	0	100	100	0
Training & Conferences	105	105	1,000	895	0
Officers Expenses	0	144	500	356	0
	£11,242	£129,510	£152,600	£23,090	£0
<u>Office Expenses</u>					
Postage	0	260	500	240	0
Stationery	70	1,043	1,500	457	0
Telephone	0	4,730	4,000	-730	0
Subscriptions	35	2,457	2,600	143	0
Photocopier	148	601	800	199	0
Internet, website and webcams	200	3,865	4,000	135	0
Computer Software Contracts	6	2,907	3,000	93	0
Computer Maintenance Support	0	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	103	711	1,000	289	0
Bank Charges	9	192	300	108	0
Bank Interest Received (Income)	-1	-12,562	-2,500	10,062	0
	£570	£16,221	£26,700	£10,479	£0

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 11 - February 2024

	Actual	Actual	Current	Budget	Cummulative
Expense Group Totals	Current Month	Year to Date	Annual Budget	Balance	To + / From - EMReserves
Council Services	9,664	206,157	198,630	-7,527	-65,977
Discretionary Expenditure	252	70,533	100,800	30,267	39,251
Woolcombe House	1,189	35,350	36,490	1,140	0
Other Freehold Property	3,943	17,374	119,405	102,031	47,519
Trust Property	391	37,627	29,995	-7,632	-14,010
Members	0	9,105	15,900	6,795	0
Staff	11,242	129,510	152,600	23,090	0
Office Expenses	570	16,221	26,700	10,479	0
Precept Received	0	-680,520	-680,520	0	
Net Income over Expenditure	£27,251	-£158,643	£0	£158,643	£6,783

Current/Deposit Bank Accounts

£1,182,483

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

£674

Earmarked Reserves

£664,065

Sidmouth Festival of Flags - A Celebration of Sidmouth project - request to use catenary wires

We are asking Sidmouth Town Council permission to use the catenary wires running through the town centre for **Sidmouth Festival of Flags – A Celebration of the Community of Sidmouth**, for display through the town in the summer season. This creative community project focuses on building new creative skills and confidence, placemaking through community cooperation with a shared aims i.e. community cohesion, sense of civic pride and belonging.

Project Purpose and Aims

The project aims to showcase the array of civil society groups that are part of Sidmouth's strong supportive social fabric. A collection of artworks or banners designed by community groups will be made with the support of Sidmouth Coastal Community Hub and Sidmouth School of Art through our Sidmouth Makes Art two-year partnership project which is supported by the Arts Council of England.

The banners created will be exhibited to value and celebrate the work created by the community and provide another reason to visit, supporting the town to keep working to revitalise the high street, create interest and engagement for Sidmouth and increase visitor footfall. The project would be supported by a marketing campaign to promote the festival and the town and to celebrate the community collaboration.

The Process

The flags will be created over a series of participatory workshops from April to end of June which are artist led in partnership with Sidmouth Coastal Community Hub and Sidmouth School of Art as part of our Sidmouth Makes Art (SMart) project. We will also offer support to individual groups who may be less confident through our team of artist facilitators who have a background in textiles, fabrics, creative design and sewing. Some groups with particular expertise such as the Patchers and Quilters, Sidmouth College textile department and others may require less support.

The artists involved will support groups making flags to think about design, to support the creative process and to support the actual making of the banners. These will be boundaried by a design brief that specifies aims, materials, size, how the flags are to be fixed, and how to tell the story of the group through their design. The process will be curated to ensure Local schools, groups and organisations will be invited to design and create a bright and eye-catching flag to represent and symbolise each of their particular interests.

Quality and Curatorial Control

Our aim is to create a quality body of artwork – i.e. approximately 50 banners to exhibit. The design and decision-making process will be managed and guided to ensure that the quality, robustness of the banners, the overall look of the exhibition will be attractive and a positive showcase of Sidmouth. The following design and participation principles will ensure that this is effectively managed:

Content

- Designs highlight what your group/organisation does (identity and belonging)
- Designs are unique and new (i.e. not existing flag designs or logos)
- Designs are positive and celebratory (civic pride and sense of place)

Quality and Effectiveness for display

- Designs will reflect the design guidance for example simple, non-text based, use of effective colour palette/dark/light colours, use of symbols/shapes that communicate what the group represents
- Designs will be made using rip-stop nylon (hot air balloon fabric) which is designed for air flow and weatherproof, is available in many vibrant colours, will ensure a coherence of overall design quality of the exhibition
- Designs must fit the dimension specifications with the recommended allowance for fixings (this will be provided by SCCH/SSA). They will all be portrait rectangles of uniform size with the same fixings, the dimensions will relate to the space between the top and bottom catenary wires.
- Fabric and fixings will be provided by the lead partner to ensure safe and secure and uniform fixings, and consistency and design quality of outcome for each banner

Editorial

- Designs which are offensive or political will not be acceptable as would not be in line with the project aims or design brief
- The curation and placement of the banners when exhibited will be the role of the lead organisation to optimise colour balance and range of designs

Safety and Working in Partnership

The project leads will work with Sidmouth Town Council and associates e.g. those with experience of hanging the Christmas lights and event banners using the catenary wires to ensure the measurements, fixings, requirements to secure safely, process to hang the banners, risk assessment to put up and take down the artworks will be carried out and any risks mitigated including any other technical considerations to ensure safe procedures are in place and that equipment such as the cherry picker are operated in line with appropriate safety measures and by those qualified to operate.

Example of other successful similar projects

The aim of this project is to celebrate the huge diversity of groups and organisations within Sidmouth and the Sid Valley. There are many examples of place-based flag festival projects each with its own unique identity to reflect the specific community which create a sense of ownership and belonging to something joyful, celebratory and creative for shared benefits. A similar project has been running in Crediton since 2013 <https://www.creditoninandaround.co.uk/posts/crediton-town-centre-comes-alive-with-flags-and-bunting>

Timing & Involvement

The Flags would be on display for 6 weeks- week commencing 15th July to 30th of August 2024. We anticipate there will be in the region of 50 flags that are created – with 5 or 6 on each catenary wire. The legacy of the project would be reusable flags which could be display annually and new flags added.

We are in the process of speaking with the following groups to take part in the project to provide a good representation of ages, sport, leisure, events, clubs and groups across the community. Please note the list is not exhaustive or confirmed but gives an indication of our inclusive, wide-ranging approach to celebrating the amazing breadth of civic society in Sidmouth which is so often commented on by those who live here, move here and visit.

Sidmouth College. X5
Sidmouth Primary School. X3
St John's School.
Tipton Primary School.
Sidmouth Patchers and Quilters.
Sidmouth Sea Fest.
Sidmouth Jazz Festival.
Sidmouth Folk Festival.
Sidmouth Arboretum.
Friends of the Byes.
Sidmouth Biodiversity Group.
Sidmouth Science Festival.
Sidmouth Repair Cafe.
Sidmouth in Bloom.
Sid Vale Association.
Sidmouth Youth Centre.
Sidmouth Scouts-Cubs- Beavers.
Sidmouth Guides-Brownies-Rainbows.
River Sid Catchment Group.
Norman Lockyer observatory society.

Sidmouth Water Sports
Hub
Sid Vale Sharks.
Vision Group.
Sidmouth Rotary Club.
Sidmouth Hospice at Home.
Sidmouth Library.
The Arts Society.
Oasis Cafe.
Sidmouth U3A.
Sidmouth Photographic Club
Sid Valley Friendship Club.
Sidmouth WI.
Carnival Committee.
Abbeyfield/Culver/Cotmaton Sidmouth Society.
Memory Cafe.
Mind/ Sid Valley Help.
Ukrainian Cafe.
Salvation Army.
Lions Club.
Dissenter of Sidmouth.
Women's Full Moon group.
Sidmouth Rugby club.
Sidmouth Football club.
Sid Valley Cycling club.
Sidmouth Running club.
Sidmouth CTC (cricket/tennis/croquet).
East Devon Dance Academy.
Sidmouth Youth Centre

We look forward to hearing from you and in the meantime if there is any other information about the project that might help the Council in making their decision, please let me know.

With thanks
Louise

Louise Cole

Director

Sidmouth Coastal Community Hub CIC

Mobile: 07881 585395

<https://www.facebook.com/sidseafest/>

<http://sidmouthcoastalcommunityhub.org/>

