



# SIDMOUTH TOWN COUNCIL

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To: All Members of the Town Council  
Town Clerk

28 February 2023

Dear Sir/Madam,

**Meeting of Sidmouth Town Council  
in its Capacity as Trustee  
Monday 6 March 2023  
on the rising of the Council Meeting**

You are hereby summoned to attend the above meeting to be held in the Council Chamber, Woolcombe House, Woolcombe Lane, Sidmouth.

It is proposed that the matters set out on the agenda below will be considered at the meeting and resolution or resolutions passed as the Council considers appropriate.

Yours faithfully,

**Christopher E Holland**  
Town Clerk

## A G E N D A

	<u>Page/s</u>
<b><u>PART 'A'</u></b>	
1 <b>Apologies</b> To receive any apologies for absence.	
2 <b>Minutes</b> To confirm the minutes of the Trustee Meeting held on Monday 6 February 2023.	3 – 4
3 <b>Declarations of Interest</b> To receive any Members' declarations of interest in respect of items on the agenda. Note: You must also declare the nature of any personal or disclosable pecuniary interests in an item whenever it becomes apparent that you have an interest in the business being considered.	
4 <b>Matters of Urgency</b> To consider any items that in the opinion of the Chair should be dealt with as matters of urgency because of special circumstances. (Note: such circumstances need to be recorded in the minutes)	
5 <b>Exclusion of the Public</b> To agree any items to be dealt with after the public (including the press) have been excluded. There are no items which the Town Clerk recommends should be dealt with in this way.	

**6 Notification of decision(s) made under Delegated Authority**

Members are asked to note that, using his delegated authority, the Town Clerk has, in consultation with the Chair and Ward Members, given permission to the Salcombe Regis Country Fair Committee to use the Salcombe Regis recreation field on Thursday 1 June 2023 for car parking for visitors to this year's Country Fair event.

Confirmation of Public Liability Indemnity Insurance, support from the Sid Vale Scout Group, an application to Devon County Highways for an Events Notice and Temporary Traffic Order and notification of the event to police, ambulance and fire services were all duly noted.

**7 Use of The Ham – Exe-Fest – Friday 9 to Sunday 11 June 2023**

Oliver Bainbridge, Crossed Anchors Brewing, Exmouth, an event organiser in Exmouth has requested to use The Ham for an event he would like to bring to Sidmouth.

“Exe-Fest is a family orientated, free event in conjunction with the RNLI, which has been held in Exmouth for the last 5 years. We are known for running well organised events that are safe, community focused and very popular with local people.”

Description of Event:

A family and community based event, with live music, stalls and food stalls. All focused on Devon produce, our mission is to create safe spaces for the community to get together in pleasant surroundings and relax.

Set up – Wednesday 7 and Thursday 8 June

Take down – Monday 12 and Tuesday 13 June

Event days – Friday 9 June 4pm to 10pm

Saturday 10 June 12 noon to 10pm

Sunday 11 June 12 noon to 10pm

*The Town Clerk has received a copy of the 22-page Event Management Plan for Exe-Fest, the SAG meeting has been completed and the grant of license is awaited.*

*If any Member wishes to view this document **prior** to the Council meeting, please inform the Town Clerk.*

**8 Use of The Ham – Folk Festival – Thursday 3 to Friday 11 August 2023**

Jason Knight, General Manager, Sidmouth Folk Week Productions, has requested permission to use The Ham for this year's Folk Festival.

Description of Event:

Sidmouth Folk Festival – multifaceted 9 day folk arts festival and associated trading.

Set up – Wednesday 26 July to Wednesday 2 August 8am to 6pm daily

(possibly quiet work post 6pm on Monday 31, Tuesday 1 and Wednesday 2)

Take down – Friday 11 August – after show quiet de-rig 11pm to 2am

Saturday 12 to Tuesday 15 August 8am to 6pm daily

Event days – Thursday 3 to Friday 11 August 9am to 11pm daily

**9 Use of The Ham – Driftwood Sculpture Workshops – Thursday 6 and Tuesday 11 April 2023**

Louise Cole, Sidmouth Coastal Community Hub CIC, has requested to use The Ham to run two free Driftwood Sculpture workshops as part of the outreach work that SCCH does in the run up to Sea Fest.

Description of Event:

Driftwood Sculpture Workshops

Event days – Thursday 6 April and Tuesday 11 April

Set up from 10am workshops from 11am to 8pm

Using a small corner at the turning circle end of The Ham with one small van and two 3m x 3m gazebos and a couple of trestle tables, leaving The Ham open to use by others throughout. 3Phase power connection would also be needed.

**SIDMOUTH TOWN COUNCIL**  
**Minutes of the meeting of Sidmouth Town Council**  
**in its Capacity as Trustee**  
**held in the Council Chamber, Woolcombe House,**  
**Woolcombe Lane, Sidmouth on Monday 6 February 2023**  
**on the rising of the Council Meeting**

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

The meeting started at 7.50pm and finished at 7.55pm.

## **PART 'A'**

The Council, when acting as Trustee to discuss agenda items placed before it, considers economic, social, environmental and equality impacts as a whole and in making its decisions, seeks to strike a balance between the positive and negative impacts on the community in the Sid Valley. When considering issues, Town Councillors exercise their individual judgment based on the evidence before them.

### **17 Minutes**

The minutes of the Trustee meetings held on Monday 9 January 2023 were signed as a true and accurate record.

### **18 Declarations of Interest**

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

### **19 Matters of Urgency**

- The Chair reported that Sidmouth Running Club had requested permission to erect a small gazebo on The Ham for their 'grizzly' running event to be held from 10am to 2pm on Sunday 2 April 2023.

**RESOLVED:** That permission be granted to Sidmouth Running Club to erect a small gazebo on The Ham for their event to be held from 10am to 2pm on Sunday 2 April 2023.

**20 Use of The Ham – National Association Scorpion Open Meeting:**

**Fri 16 – Sun 18 June 2023**

Members were reminded that, at the December Trustee meeting, it was resolved that permission be granted to Sidmouth Sailing Club to use part of The Ham on Friday 16, Saturday 17 and Sunday 18 June 2023 for boat parking; timings permitted were Friday 8am to 9pm, Saturday and Sunday 8am to 7pm.

Members were asked, by the Sailing Club, to confirm for the written minutes and to avoid any possible misunderstanding by members of the public, that the permission they had been given and the times stated by the Trustee, were the period of time when boats and trailers will be arriving and departing The Ham, but that boats and trailers would also be parked on The Ham overnight on both Friday 16 and Saturday 17 June 2023.

**RESOLVED:** that the permission granted to the Sailing Club and the times stated by the Trustee, were the period of time when boats and trailers would be arriving and departing The Ham. In addition to this boats and trailers would also be parked on The Ham overnight on both Friday 16 and Saturday 17 June 2023.

**21 Use of The Ham – Armed Forces Day Service – Saturday 24 June 2023**

Mr O'Connor had requested permission to use The Ham on behalf of the Royal British Legion and Armed Forces for an Armed Forces Day event and service on Saturday 24 June from 10am until 2pm.

**RESOLVED:** That permission be granted to Mr O'Connor to use The Ham on behalf of the Royal British Legion and Armed Forces for an Armed Forces Day event and service on Saturday 24 June from 10am until 2pm.

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**CHAIR OF THE COUNCIL**