

**SIDMOUTH TOWN COUNCIL**  
**Minutes of the Meeting of Sidmouth Town Council**  
**held at the Council Chamber, Woolcombe House, Sidmouth,**  
**on Monday 2 October 2023 at 6.30pm**

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|----------------|--|
| Ward           | Councillors Present:                                   |
| Sidmouth North | Bernie Davis<br>Stuart Hughes                          |
| Sidmouth South | Kelvin Dent<br>Chris Lockyear (Chair)<br>Rachel Perram |
| Primley        | Kevin Walker<br>Hilary Nelson (Vice Chair)             |
| Sidbury        | John Loudoun   |
| Salcombe Regis | Ian Barlow   |
| Apologies:     | Lorraine Brown, Mike Goodman, Louise Laybury           |

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

## **PART 'A'**

### **57 Minutes**

The minutes of the meeting of the Town Council held on Monday 4 September 2023 were signed as a true and accurate record.

### **58 Declarations of Interest**

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

### **59 Matters of Urgency or Report from the Chair**

- The Chair reported that he and the Town Clerk had a meeting with County Councillor Hughes and Chris Rook, DCC Highways officer, to discuss parking in Sidmouth. There would be a forthcoming consultation process to consider the County Council's proposal to introduce parking controls along The Esplanade and at Fortfield Terrace.
- There had been suggestions made to build a pedestrian crossing with wall and curb lowering at The Arches to enable visitors and residents to access the public conveniences safely. The three levels of Council would be working together to look at the feasibility and a scheme as all had different responsibilities for aspects of the project.
- It was anticipated that a temporary access walkway for disabled access across the beach would be installed for the 2024 summer season, this would be managed by the District Council and funded by both Councils, with a contribution from County Councillor Hughes Locality Budget.
- It was noted that the District Council's Code of Conduct training had been scheduled for the same date as the Town Council's Pre-Budget meeting and the Town Clerk would be asking for a new date, preferably after the November Co-Options when new Members may be joining the Council.

**60 Public Open Question Time**

- Cllr Perram asked for an update on the continuing poor condition of the public conveniences. District Cllr Barlow reported that he had requested to spend a day with one of the District Council operatives to see what work was being carried out. He would follow this up with a meeting with District Cllr Loudoun and the District Council's service manager.
- Cllr Perram asked who was responsible for dealing with the communication, management and enforcement of the new rules for takeaway packaging, which came into force on 1 October? District Cllr Barlow replied that enforcement would be the responsibility of the County Council Trading Standards department. It was anticipated that there would be some leeway on timing to enable businesses to use up any stock of current packaging but that this would not be available in the future to purchase, so the ruling would be enforced by a lack of supply.
- Cllr Davis asked which District Council department was responsible for making a decision whether to cut or not cut grass areas as she had received conflicting information and opinions from different departments. District Cllr Barlow replied that this issue had been raised and would be considered by the District Council's Scrutiny Committee as there were many departments with different responsibilities and therefore different solutions. Cllr Lockyear reported that he would also be meeting with District Cllr Geoff Jung to discuss this issue and find a resolution before the next cutting season.

**61 Police and Police Advocate Report**

Councillor Nelson, Police Advocate, reported that the next meeting would be held on 19 October and she would report this to the next Council meeting.

**RESOLVED:** That the Police Advocate report be noted.

**62 Working Group Reports**

62.1 Planning Working Group Reports

Councillor Dent, Chair of the Planning Working Group, presented the reports of the Planning Working Group meetings held on Wednesdays 6 and 20 September 2023.

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

62.2 Tourism & Economy Committee Report

Councillor Nelson, Chair of the Tourism & Economy Committee, presented the report of the Tourism & Economy Committee meeting held on Wednesday 13 September 2023.

**RESOLVED:** that the Tourism & Economy Committee report be noted.

62.3 Environment Committee

Councillor Barlow, Chair of the Environment Committee, reported that the next meeting would be held on Monday 9 October and all Members were welcome to attend.

62.4 Council Resources Working Group

Councillor Lockyear, Chair of the Council Resources Working Group reported that the next meeting would be held as soon as possible.

62.5 Youth Provision Working Group

Councillor Nelson, Chair of the Youth Provision Working Group, reported that the Tender for the Feasibility Report for the possible rebuilding of the Youth Centre had been issued, it would be funded by the District Council and a report was due before the end of March 2024. Work was underway to set up a Youth Council and a preliminary stakeholders meeting had been held on 20 September.

**RESOLVED:** that the Youth Provision Working Group report be noted.

**63 Reports from Members with Special Responsibilities**

63.1 Finance Report

Councillor Lockyear presented the Finance Report for August 2023.

**RESOLVED:** That the Finance Report for August 2023 be noted.

**64 Sidbury to Hare and Hounds Temporary Shuttlebus**

Councillor Loudoun asked Members to consider allocating up to £3,000 from the Sidmouth Hopper Bus Earmarked Reserve, to help provide a temporary Shuttle Bus to be run by Stagecoach from Sidbury to the Hare and Hounds. The service could operate during the forthcoming works to replace a gas main along the A375 which when closed, would leave the village with no bus connection to Honiton.

County Councillor Hughes reported that currently there was an average of 20 passengers using the bus over the 13 available bus services per day. It was therefore not financially viable to run a shuttle bus service and the County Council had arranged a pre-bookable taxi service for residents to use during the road closure and it was anticipated that Wells and West Utilities would cover the cost of between £1,000 and £2,000. The service would be communicated to Sidbury residents in plenty of time before the road closure which would commence in approximately two weeks time.

**RESOLVED:** That the funding request be withdrawn as an alternative solution had been arranged by the County Council.

**65 Notice of Conclusion of Audit**

- a) Members were asked to note the receipt of completion of review of the Annual Governance & Accountability Return (AGAR) from the Town Council's auditor, PKF Littlejohn. The statutory Notice of Conclusion of Audit for the year ended 31 March 2023 had been duly advertised on the Town Council's website.
- b) The bank account referred to in item 2 of the External Auditor's Report and Certificate, was named '*Sidmouth Information Centre, Folk Festival*' and set up in 2019 to receive credit card payments for TIC Folk Festival ticket sales. Following the external auditors' advice, this account had been renamed '*Sidmouth Town Council FF*'.

**RESOLVED:** That:

1. The receipt of the completion of review of the Annual Governance & Accountability Return (AGAR) from the Town Council's auditor, PKF Littlejohn, be noted.
2. The bank account change of name from '*Sidmouth Information Centre, Folk Festival*' to '*Sidmouth Town Council FF*' be noted and agreed.

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CHAIR OF THE COUNCIL