



SIDMOUTH TOWN COUNCIL

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DEVON
EX10 9BB

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To: All Members of the Town Council
Town Clerk

31 July 2023

Dear Sir/Madam,

**Meeting of Sidmouth Town Council
in its Capacity as Trustee
Monday 7 August 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>
<u>PART 'A'</u>	
1 Apologies To receive any apologies for absence.	
2 Minutes To confirm the minutes of the Trustee Meeting held on Monday 12 June 2023.	3 – 4
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 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 Town Clerk recommends should be dealt with in this way.	

6 Ratification 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 Member, given permission to Jemma Sparks and Cameron Evans-Grainger to hold their wedding reception at the Scout Centre and Salcombe Regis Recreation Field in September 2024.

7 Use of The Ham – Anderton & Rowland Fun Fair – Wed 20 to Sat 23 September 2023

Members are asked to consider the attached application form received from Simon DeVey, Anderton & Rowland Fun Fair to use The Ham to run a fun fair alongside the annual carnival.

5 – 6

In addition to the form Mr DeVey wished to supply the following information:

“In the closing months of 2022, we produced our five-year plan to turn our travelling Anderton and Rowland's Fun Fair 'Green'.

We are very serious about this and are implementing changes designed to become more eco-friendly and environmentally aware.

We are introducing items such as biodegradable drinking cups and packaging and reintroducing recyclable tinned canned drinks.

We are changing the tens of thousands of light bulbs on all the rides and attractions to LED bulbs at a cost of £2.00 per bulb. This will cut down on amperage, therefore reducing the power needed, making it possible for one generator to power two rides as opposed to one on one. As I am sure you are aware, generators burn diesel, and it is our commitment to minimise their use as much as possible.

Additionally, on a smaller but equally important issue, over the past years the world has taken on the use of plastic cable ties (zip ties). Whilst these are very easy to use and convenient, when it comes to taking the fair down, they are cut and left on the ground, then can easily be missed by the litter pickers. Therefore, we are cutting back on their use and are very vigilant when picking up at the end of all of our events.”

Town Clerk's note: A copy of Anderton & Rowland's insurance and risk assessment documents have been received.

8 Fishermen's Sheds – Sidmouth Trawlers – Fish & Chip Trailer

Members are asked to consider the attached email received from Sidmouth Trawlers requesting to use space at the Fishermen's Sheds area to trade using a trailer to sell fish and chips. A photograph is also attached for Members information.

If this request is approved by Members, then the Town Clerk, in consultation with the Chair and Vice Chair of the Council, will consider an appropriate increase to charges.

7 – 8

SIDMOUTH TOWN COUNCIL
Minutes of the meeting of Sidmouth Town Council
in its Capacity as Trustee
held in the Council Chamber, Woolcombe House, Sidmouth
on Monday 12 June 2023
on the rising of the Council Meeting

Ward	Councillors Present:
Sidmouth North	Bernie Davis Stuart Hughes
Sidmouth South	Kelvin Dent Chris Lockyear (Chair) Rachel Perram
Primley	Kevin Walker Hilary Nelson (Vice Chair)
Sidbury	John Loudoun
Sidford	Mike Goodman Louise Laybury
Salcombe Regis	Ian Barlow

Apologies:

The meeting started at 7.15pm and finished at 7.50pm.

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.

6 Minutes

The minutes of the Trustee meetings held on Monday 22 May 2023 were signed as a true and accurate record.

7 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
ClIr Ian Barlow	9 Request to sell ice-creams and snacks at The Ham	Personal	Remained in the meeting during discussion and voting	Acquainted with applicant

8 Matters of Urgency

Sidmouth Regatta Air Show

The Chair reported that one of the results of the Air Show survey had been a request for additional food outlets as the town's cafes and take aways had been overwhelmed. Members were asked to consider enabling up to 8 food stalls to trade on The Ham on the afternoon/evening of the Regatta Air Show. There had also been a separate request to sell official Red Arrows merchandise.

RESOLVED: That:

- 1) Up to eight food/drink stallholders be invited by the Regatta Working Group to apply to trade on The Ham during the 2023 Regatta Air Show, with local businesses being given priority.
Hours of trade would be from 12pm to 9pm with one hour each side to set up and take down. Stallholders would be charged £150.00 plus VAT for the trading period. Operating conditions will mirror the usual pitch hire process.
- 2) Permission be granted to the applicant who wished to sell official Red Arrows merchandise on The Ham.
- 3) 3Phase power would be made available and would be the preferred option when considering applications.

9 Request to sell ice-creams and snacks at The Ham

At the May Trustee meeting, Members considered an outline request to sell ice-creams and snacks at The Ham. The item was deferred to enable the completion of an Application Form in order to obtain additional information that would be required to enable Members to consider the request.

Four letters of objection had been received from the Chamber of Commerce, Vision Group for Sidmouth and two neighbouring residents.

RESOLVED: That:

- 1) the benefits and disbenefits of a formal concession to permit the sale of Ice Creams and snacks by an operator at the Ham for 2024, be investigated by the Tourism and Economy Committee.
- 2) the application for 2023 from Vanillibean be refused.
- 3) the Deed of Grant for the Ham did not prevent commercial operation taking place at the Ham.

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CHAIR OF THE COUNCIL



Application to use Trustee Land

When making assessments the Town Council, as Trustee, will consider the economic, social, environmental and equality impact of the event as a whole and in making its decisions will seek to strike a balance between the positive and negative impacts on the community in the Sid Valley. When voting on these decisions Town Councillors will exercise their individual judgement based on the evidence before them.

For the hire of:	The Ham for Corporate / Private Events – Fun Fair
Name of Applicant:	Anderton and Rowland (Simon G DeVey)
Address:	[REDACTED]
Telephone Number:	[REDACTED]
Email address:	[REDACTED]
Emergency Contact telephone number: <i>(Contact must be available during the hours of set up, operation and take down)</i>	George DeVey [REDACTED]

Description of Event: <i>(You must supply a summary of planned activities and basic risk assessment together with relevant Public Liability Insurance)</i>	Annual Sidmouth Carnival Fun Fair Fun Fair Rides Game Stalls Children’s Rides Refreshments
Dates requested: <i>(This must also include set up/take down days where appropriate)</i>	Arrive on site: Sunday 17 September (pm) Set up: Monday 18/Tuesday 19 September Operate: Wednesday 20 - Saturday 23 September (inc)
Start/End times: <i>(This must include operating times and also set up/take down times)</i>	Operating times: 5.00pm - 9.30 pm (Wednesday - Friday) Carnival Day (Saturday) 1.00pm - 11.00pm Set up times: Between 8.00am and 5.00pm (Monday - Wednesday) Take down times: 11.00pm - 12.00 midnight (Saturday) 7.00am - midday (Sunday)
Licences applied for: <i>(Please supply a copy of any licences)</i>	

If approved, a contribution to the Council as Trustees for this land will be required in the sum of £70 for each set up and take down day and £200 for active days

(charges plus VAT)

An invoice will be issued and the hire charge is payable in advance,
not less than 28 days before the start date of the event

Please pay by Bacs:

Sidmouth Town Council Barclays Bank PLC Account No: 70807966 Sort Code: 20 30 47

TERMS & CONDITIONS OF USE

FOR SIDMOUTH TOWN COUNCIL PROPERTY/LAND

The applicant signs to undertake to comply with the following Terms & Conditions of Use:

- Relevant Public Liability Insurance documentation **must** be supplied with this form.
- A summary of planned activities accompanied by a basic risk assessment for your event **must** be provided with this form.
- ~~No vehicles shall be taken onto the land.~~ **n/a for this event, although care should be taken**
- No damage shall be caused to the property.
- In line with the Town Council’s Environment Policy no single use plastics are to be used and/or sold at this event.
- All rubbish & litter shall be removed at the end of the event and the property returned to the state at which the hirer took possession.
- Where marquees, tents and other structures are to be erected for the duration of the event and/or vehicles are approved to be brought onto the site a **bond of £500** shall be paid to Sidmouth Town Council **not less than 28 days before the date of the event**. This will be held against any damage caused or litter clearance needed and will be repayable after the event upon completion of the Council’s inspection.
- You should contact East Devon District Council Licensing to enquire if a Street Trading and/or Temporary Event License is required for your event; a copy of which must be enclosed with this form.
- If the operator/hirer requires any Licence from the Licensing Authority (EDDC) as well as permission from the Town Council and the terms of the EDDC Licence are less strict than the permission given by the Town Council (eg the hours of operation), the Town Council’s permission will take precedence.
- The Town Council may decide to impose additional special conditions for individual events.

Signature of applicant Date

Please print name Position in Organisation.....

**Christopher E Holland, Town Clerk
Sidmouth Town Council**

**Woolcombe House, Woolcombe Lane, Sidmouth, EX10 9BB
Tel: 01395 512424 Email: towncouncil@sidmouth.gov.uk**

For office use only:

Trustee meeting:	
Approved/Rejected:	

Good afternoon Chris,

We are writing to you to inform you of the trailer we have been trialling on the premises in the Fisherman's Yard.

The trailer we currently have been using, is set up for us to be able to provide local Fish and Chips. It is a mobile trailer so can be moved around, so it is not a permanent building on the site.

When it is up and running there have been very little disturbances to the ham/ town.

If anything, it has brought the park and greenery alive on a Friday evening which is lovely to see, considering how much has gone into maintaining these areas.

There is little to no noise from the trailer itself. We provide bins and have many signs up about putting rubbish in the correct bins etc.

All feedback so far has been positive which is great.

Sidmouth Trawlers are hoping to have the fish and chip trailer running throughout folk week to contribute to the great festival.

After this we would love to run most Friday's each week throughout the year, keeping to our current set up within the fish yard.

The yard is starting to be tidied up a lot more (agreement from other fisherman renting the sheds) this will provide more space for the trailer to be tucked away neatly.

We feel it would be such a great asset to the town, especially as very few places provide takeaway food after 7.30pm.

If you need anymore information regarding our new venture, please contact us either at the shop on [REDACTED] alternatively call myself on [REDACTED]

I can respond to emails within 24hours with any further details you may need. We will all be happy to speak to you about any concerns you may have.

Thank you for taking the time to read this e-mail and we look forward to hearing from you soon.

Kind regards,

Jessica-rose Davies
on Behalf of Kay and Ryan Davies.

Jessica-rose Davies



Sidmouth Trawlers

Local fresh fish and shellfish.

