

# SIDMOUTH TOWN COUNCIL

WOOLCOMBE HOUSE  
WOOLCOMBE LANE  
SIDMOUTH  
DEVON  
EX10 9BB

Telephone: 01395 512424

Email: [towncouncil@sidmouth.gov.uk](mailto:towncouncil@sidmouth.gov.uk)

Website: [www.sidmouth.gov.uk](http://www.sidmouth.gov.uk)

25 November 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 2 December 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>
	<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 Town Council meetings held on Mondays 4 November 2024.	4 – 6
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 **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 6 and 20 November 2024. 7 – 13
- 8.2 Tourism & Economy Committee  
To receive an update, if appropriate, from the Chair of the Tourism & Economy Committee.
- 8.3 Environment Committee  
To receive the report of the Environment Committee meeting held on 21 October 2024. 14 – 16
- 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 17 – 20  
To receive the Finance Report for October 2024.
- 9.2 Other Reports from Members with Special Responsibilities  
To receive other notified reports from other Members.

***Forthcoming meetings:***

**DEC** Wed 04 PLANNING WORKING GROUP  
Wed 11 TOURISM & ECONOMY COMMITTEE  
Wed 18 PLANNING WORKING GROUP

**JAN** Mon 06 COUNCIL  
Wed 08 PLANNING WORKING GROUP  
Mon 13 ENVIRONMENT COMMITTEE  
Mon 20 COUNCIL (ESTIMATES & GRANTS)  
Wed 29 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 November 2024 at 6.30pm**

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

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

*The Chair informed Members that former long serving Councillor and Chair of the Council, Jeff Turner, had passed away recently. Members observed a two-minute silence as a mark of respect and in recognition of his service to Sidmouth and the Town Council.*

## **PART 'A'**

### **77 Minutes**

The minutes of the meetings of the Town Council held on Mondays 7 and 14 October 2024 were signed as a true and accurate record.

### **78 Declarations of Interest**

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

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

- The Chair reported that a Remembrance Day parade followed by a short service would be held on Sunday 10 November, if Members wished to join, they should meet at the Co-op at 10.15am.
- The Chair reported that East Devon District Council (EDDC) asked for the Town Council's comments on the proposed introduction of charges for parking at the Blackmore Gardens car park. This would bring this car park into line with other similar EDDC car parks such as at the Manor Pavilion car park.

**RESOLVED:** That the Town Council supported the introduction of Pay and Display parking and charges for the Blackmore Gardens car park.

## 80 Public Open Question Time

- Mr Ben Upchurch of Partridge Hill Farm raised concerns over the report that the County Council were removing temporary road signs from verges which advertised local community events.

County Councillor Stuart Hughes replied that some of the signs on County Council verges were becoming too large and caused potential distraction to road users. However, people could erect signs on private land. The County Council had also identified a few areas which could be used for road signage and Councillor Hughes would be happy to meet with Mr Upchurch to discuss options.

- Cllr Walker asked whether the Rock Fish lease was Leasehold or Freehold as had been advertised. District Councillor Barlow replied that it was a 125-year Leasehold, as previously reported and answered.
- Cllr Perram raised concerns over the poor provision of temporary toilets whilst the Rock Fish construction was underway. District Councillor Barlow reported that an additional unit giving disabled access and baby changing facilities would also be installed shortly.

## 81 South West Water Remedial Works Project

Charlie Ford gave an update to Members on the SWW Remedial Works Project.

Due to a delay in the Environment Agency permit procedure permissions, the tank installation work planned for The Ham had been re-scheduled to commence in September 2025.

South West Water would instead bring forward work on Surface Water Separation and Infiltration Phases 2 and 3, concentrating on The Ham East and West car parks. The legislative deadline for all work delivery remained as 2028.

County Councillor Hughes reported that the County Council were commencing shortly with their planned 2nd Phase of flood alleviation work for Sidmouth and asked that there should be more coordination with South West Water on this project.

**RESOLVED:** That the South West Water Remedial Works Project report be noted.

## 82 Police Advocate Report

Cllr Nelson reported that the Annual Crime Statistics had been released and the Devon & Cornwall Police Authority was the 6th lowest out of the 42 authorities.

Devon & Cornwall Police had introduced improved crime reporting systems which had led to increased crime numbers and the fall from 3rd lowest position held in 2023. The Police and Crime Commissioner was consulting with the Police Advocates to consider which areas of concern to target in the forthcoming year.

## 83 Committee/Working Group Reports

### 83.1 Planning Working Group Reports

Councillor Dent presented the reports of the Planning Working Group meetings held on Wednesday 9 and 23 October 2024.

**RESOLVED:** That the Planning Working Group reports be noted and decisions agreed.

### 83.2 Tourism and Economy Committee Report

There was nothing to report from the Tourism & Economy Committee.

### 83.3 Environment Committee Report

Councillor Barlow, Chair of the Environment Committee, reported that the minutes of the recent meeting would be reported to the December Council meeting.

### 83.4 Council Resources Working Group

There was nothing to report from the Council Resources Working Group.

### 83.5 Youth Provision Working Group

Councillor Nelson, Chair of the Youth Provision Working Group, reported that demolition works at the former Youth Centre had commenced.

## **84 Reports from Members with Special Responsibilities**

### 84.1 Finance Report

a) Councillor Lockyear presented the Finance Report for September 2024.

**RESOLVED:** That the Finance Report for September 2024 be noted.

b) In accordance with section 2.2 of the Town Council's Financial Regulations Members were asked to note that the Member with Special Responsibility for Finance has verified the bank reconciliations, for all accounts, as at the end of September 2024.

**RESOLVED:** That in accordance with section 2.2 of the Town Council's Financial Regulations, Members noted that the Member with Special Responsibility for Finance had verified the bank reconciliations, for all accounts, as at the end of September 2024.

### 84.2 Sidmouth in Bloom

Councillor Nelson reported the semi-retirement of Lynette Talbot and Peter Endersby from the Sidmouth in Bloom committee and asked that the Town Council formally acknowledge thanks for all their hard work on behalf of the town.

At the recent South West in Bloom awards ceremony Sidmouth had again been awarded Gold and had won its category, receiving the Sergeant Trophy.

**RESOLVED:** That the Sidmouth in Bloom report be noted and congratulations and thanks be sent to the Sidmouth in Bloom committee.

### 84.3 Youth Provision and Sidmouth College

Councillor Davis reported that the Year 11 Heads of House students had held a disco event for the younger year groups and were donating the £100 profit towards the one-to-one mental health mentoring service.

The Town Council had donated £750 towards the Pride of Sidmouth College awards and the 3 awards had been given to projects to improve the 6<sup>th</sup> Form facilities, the Cricket Team and support for students with dyslexia.

**RESOLVED:** That the Youth Provision and Sidmouth College report be noted.

### 84.4 Parish Paths Partnership

Councillor Walker suggested P3 reports could be given to the Environment Committee rather than full Council in future. Councillor Barlow welcomed the receipt of written reports from the P3 Committee at future Environment Committee meetings.

**RESOLVED:** 1) That the Parish Paths Partnership report be noted.  
2) that future written reports from the Council's P3 Committee be submitted to the Environment Committee.

## **85 Meeting Dates List**

Members received the list of meeting dates for the Civic year 2025/26.

**RESOLVED:** That the list of meeting dates for the Civic year 2025/26 be noted and agreed.

.....  
CHAIR OF THE COUNCIL

**Sidmouth Town Council’s Planning Working Group  
held on Wednesday 6 November 2024**

(The Working Group met virtually)

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

Apologies: Cllr Ian Barlow  
Cllr Hilary Nelson  
Cllr Edward Willis-Flemming

The meeting started at 10.00am and finished at 10.40

**212 Declarations of Interest**

Cllr Lockyear	24/2224/PRETDD	Personal	Remained in the	Acquainted with the
Cllr Dent	South Ward		meeting and did vote.	Applicant

**213 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.

**214 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 meeting of 23 October 2024.

**215 Urgent items**

None received

**216 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.

<b>217</b>	24/2023/FUL	White Space	Abbeyfield Court, Station Road, Sidmouth, EX10 8NW.
	East Ward	Estates Ltd	Change of use from sheltered housing (Class C2) to form 9 No. apartments (Class C3) with associated operational development comprising: new fenestration; addition of 2 No. external balconies to 2nd and 3rd floor levels; re-application of external render; and external landscaping works.

**NO OBJECTIONS:**

Members would like the Local Planning Authority to ensure that the apartments are occupied as a primary residence and not as second or holiday homes.

**218** 24/2162/FUL Mr and Mrs 40 Primley Road, Sidmouth, EX10 9LF.  
Primley Ward Titherington Rear single storey extension to replace existing extension and conservatory.

**NO OBJECTIONS**

**219** 24/1987/FUL Mr Kelvin Paccombe Farm, Harcombe, Sidmouth, EX10 0PR.  
Sidbury Ward Canning Construction of a concrete track along same footprint of an existing route.

**NO OBJECTIONS**

**220** 24/2022/FUL Mrs Ruth Ray Cedar Shade Cottage, 75 All Saints Road, Sidmouth, EX10 8EX.  
South Ward Single storey extensions on the east, south and west elevations and additional rooflight.

**NO OBJECTIONS**

**221** 24/2268/FUL Mr Jeremy 79 Alexandria Road, Sidmouth, Devon, EX10 9HG.  
West Ward Sharp Proposed single storey rear extension and alterations to fenestration.

**NO OBJECTIONS**

**222 Trees in Conservation Areas**

**a)** 24/2166/TCA 11 Cranford, Sidmouth, Devon, EX10 8UT.  
South Ward PROPOSAL: T1, Sycamore: removal. T2, Holly: reduce by 1200mm. T3, Hawthorn: removal. T4, Acacia: fell, leaving 1m tall stump.

**DEFERRED** awaiting Arboricultural Officer's report

**b)** 24/2287/TCA Sidbury C Of E Primary School, Church Street, Sidbury, EX10 0SB.  
Sidbury Ward PROPOSAL: T1, Sycamore: reduce lateral branches away from building by approximately 2m, T2, Silver Birch: remove damaged limb, T5, Oak: reduce overhanging limbs to achieve a minimum clearance of 1m from building and ventilation unit; remove two dead limbs

**DEFERRED** awaiting Arboricultural Officer's report

**223 Trees with Tree Preservation Orders**

Applications relating to Trees protected by a Tree Preservation Order.

**a)** 24/1970/TRE Littlecourt House, Seaford Road, Sidmouth, EX10 8HF.  
South ward T1: Beech - prune extending limbs to give 2m clearance from house. (DR)

**AGREED:** as recommended by the Arboricultural Officer.

**224 Exemption to a Tree Preservation Order**

**a)** 24/2224/PRETDD Farthingwood, Broadway, Sidmouth EX10 8HS.  
South Ward Notification of Tree works considered an exemption to 56/0004/TPO.  
Removal of dead Sycamore and removal of dead branch from Field Maple.

**NOTED**



- b) 24/2233/PRETDD  
South ward
- Removal of collapsed and dead stems of a Cypress tree, within the Conservation Area.

**NOTED**

**225 Appeals.**

None received.

**226 Unsupported decisions**

None received.

**227 Enforcement Letters**

None received.

**228 New Draft East Devon Local Plan Update:**

The Strategic Planning Committee are continuing the process of redrafting policies. Councillor Loudoun reported that the Committee had agreed to allocate an additional five houses on Sidm\_34a / 34b in Sidbury but access onto the county highway remained an issue.

.....  
**CHAIR OF THE PLANNING WORKING GROUP**

**Sidmouth Town Council’s Planning Working Group  
held on Wednesday 20 November 2024**

(The Working Group met virtually)

Councillors present: Kelvin Dent (Chair)  
Rachel Perram (Vice Chair)  
Bernie Davis  
John Loudoun  
Hilary Nelson  
John Nicholson  
Edward Willis-Flemming

Also present: Cllr Ian Barlow

Apologies: Cllr Chris Lockyear

The meeting started at 10.00am and finished at 10.55am

**229 Declarations of Interest**

Cllr Nicholson and Cllr Perram	24/2358/TCA South Ward	Personal	Item deferred awaiting arboricultural report.	Related to the Applicant  Acquainted with the Applicant
--------------------------------------	---------------------------	----------	---	---

**230 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.

**231 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 meeting of 6 November 2024.

**232 Urgent items**

This item was not on the agenda but the Arboricultural Officer’s report had been received and circulated.

- a) 24/2287/TCA Sidbury Ward Sidbury C Of E Primary School, Church Street, Sidbury, EX10 0SB.  
PROPOSAL: T1, Sycamore: reduce lateral branches away from building by approximately 2m, T2, Silver Birch: remove damaged limb, T5, Oak: reduce overhanging limbs to achieve a minimum clearance of 1m from building and ventilation unit; remove two dead limbs,

**NOTED**

**233 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.

- 234** 24/2262/FUL Mr and Mrs 11 Woolbrook Rise, Sidmouth, EX10 9UB.  
North Ward Leach Removal of garage and car port and construction of two single storey extensions.

**NO OBJECTIONS**

- 235** 24/2174/VAR Mr Gary Salcombe Regis Camping And Caravan Park, Salcombe Regis,  
Salcombe Regis Burns Sidmouth, EX10 0JH  
Ward Application to vary condition no.2 of permission 88/P1063 to allow all year round holiday use.

**DO NOT SUPPORT:**

Members thought the accommodation was not suitable for Winter use because of environmental concerns over the fuel consumption required to heat the static vans and health of the occupants.

- 236** 24/2279/VAR Mr Gary Salcombe Regis Camping and Caravan Park, Salcombe Regis,  
Salcombe Regis Burns Sidmouth, EX10 0JH.  
Application to vary condition no.2, (approved plans), of permission 11/0123/COU to amend the layout of the approved development.

**DEFERRED** To allow Members an opportunity to visit the site.

- 237** 24/2249/FUL Mr & Mrs Springfield Farm, Sidbury, Sidmouth, EX10 0QJ.  
Sidbury Ward John Conversion of existing agricultural barn to a single dwelling, with  
Northover associated parking.

**DO NOT SUPPORT:**

The barn appeared to be a dilapidated condition which would be difficult to convert although it continued to have an agricultural use. Members felt that the conversion of this barn was tantamount to a new dwelling in an isolated and unsustainable location in the National Landscape.

- 238** 24/2244/FUL Dr Joanna Appletreewick, Muttersmoor Road, Sidmouth, Devon, EX10 8RH.  
South Ward Kinder Two-storey rear and side extension with increased ridge height & erection of a new two-storey garage, addition of cladding and hanging tiles.

**NO OBJECTIONS**

**239 Trees in Conservation Areas**

- a) 24/2166/TCA 11 Cranford, Sidmouth, Devon, EX10 8UT.  
South Ward PROPOSAL: T1, Sycamore: removal. T2, Holly: reduce by 1200mm. T3, Hawthorn: removal. T4, Acacia: fell, leaving 1m tall stump.

**NOTED**

- b) 24/2358/TCA 1 Colaton Terrace Cotmaton Road Sidmouth EX10 8QU.  
South Ward T1, sycamore : remove twin stem nearest fence to allow new fence to be erected.

**DEFERRED** awaiting Officers report

- c) 24/2306/TCA Lucy Trees On The Southern Boundary Of Cotmaton Field (aka Pond  
South Ward Buckingham Meadow), Cotmaton Road, Sidmouth.  
(National Ash 833 - Large cavity on the north side of the tree. Cavity  
Trust) extends approx. 30x45cm. Crack is starting to form on the eastern  
side of the tree extending approx. 1m from the base. Reduce the  
tree to just above the union to eliminate the risk of the tree  
failing into neighbour's land. Ash 599 - Damage to underside of  
the branch extending over the boundary to the north westerly  
corner of the neighbouring property (Greenway). Remove the  
damaged limb at the union to reduce the risk of the branch failing  
over the property/garden infrastructure.

**DEFERRED:** awaiting Officers report

- d) 24/2298/TCA Woodrising, Bickwell Valley, Sidmouth, EX10 8RF.  
South Ward T1, Birch - reduce by approximately 3m and re-shape to leave a  
natural form, a height of approximately 10m and a radial spread  
of 3m. T2, Pittosporum - reduce by approximately 50% and re-  
shape. T3, Lawson cypress - shorten back or remove, the long  
branches over the lawn to clear.

**NOTED**

## 240 Trees with preservation order

Applications relating to Trees protected by a Tree Preservation Order.

- a) 24/2360/TRE Lusways, Salcombe Hill Road, Sidmouth, EX10 8JS.  
Salcombe Regis T5, Gean Cherry : fell to ground level.  
Ward

**DEFERRED:** awaiting Officers report

- b) 24/2317/TRE Hillsdon Flat 1 The Heights, 70 Sidford High Street, Sidford, Sidmouth,  
Sidford Ward Management EX10 9SQ.  
Ltd T1, Beech: remove the lowest branch to the west and then  
reduce the other westward growing branches in length by  
approximately 3m, decreasing to 2m and 1m as you go up the  
tree, in order to maintain a reasonable crown shape and keep the  
integrity of the tree intact.

**DEFERRED:** awaiting Officers report

- c) 24/1959/TRE    Ventonlace, Cottington Mead, Sidmouth, EX10 8HB.  
South ward    Oak (T1) - reduce crown by a maximum of 1.5m. Reduction works  
via thinning with max diameter cuts of 30mm to achieve this.  
Carry out works on a 4 year cycle to contain size of tree.(DR)

**SPLIT DECUSION** as recommended by the Arboricultural Officer to allow the crown reduction but not to carry out works on a 4 year cycle.

- d) 24/1920/TRE    Elmcote, Boughmore Road, Sidmouth, Devon, EX10 8SH.  
South Ward    T1, Thuja plicata (Western red cedar) : remove tree. T2, Thuja  
plicata (Western red cedar) : remove tree.(DR)

**REFUSED:** as recommended by the Arboricultural Officer.

- e) 24/2296/TRE                      Kate Short                      Beatlands House, Beatlands Road, Sidmouth, EX10 8JH.  
South Ward    T1- Lime: crown reduce by 4-5m in height and 3m in lateral  
spread. Maximum Diameter of Cuts (MDC) 100mm. Remove  
major hazardous deadwood. T2 - Lime: crown reduce by 3m all  
over, MDC 75mm. Remove major hazardous deadwood.

**DEFERRED** awaiting Officers report.

- 241 Exemption to a Tree Preservation Order**  
None received.

- 242 Appeals.**  
None received.

- 243 Unsupported decisions**  
None received.

- 244 Enforcement Letters**  
None received.

- 245 New Draft East Devon Local Plan Update:**  
Councillor Barlow will be attending the next meeting of the Strategic Planning Committee on 22nd November.

.....  
**CHAIR OF THE PLANNING WORKING GROUP**

**SIDMOUTH TOWN COUNCIL**  
**Minutes of Sidmouth Town Council’s**  
**Environment Committee held in the Council Chamber,**  
**Woolcombe House, Woolcombe Lane, Sidmouth**  
**on Monday 21 October 2024 at 6.30pm**

Councillors: Ian Barlow (Chair)  
 Stephen Blakeway (Vice Chair)  
 Kelvin Dent  
 Bernie Davis  
 Paul Dodds  
 Mike Goodman  
 Chris Lockyear  
 Hillary Nelson  
 John Nicholson  
 Kevin Walker  
 Edward Willis-Flemming

Invited Reps:

Ed Dolphin (Sidmouth Arboretum)  
 Jon Ball (Sidmouth Arboretum)  
 Jan Metcalf (River Sid Project)  
 Charles Sinclair (River Sid Project)

Apologies: Rachel Perram  
 Dave Bramley (CAPS)

The meeting started at 6.30pm and finished at 8.35pm

**PART ‘A’**

**66 Minutes**

The minutes of the Environment Working Group meetings held on Monday 8 July 2024, were agreed, and signed, subject to Councillor Lockyear giving apologies.

**67 Declarations of Interest**

Name	Item	Type	Action Taken	Details
Cllr Ian Barlow	All items	Personal	Remained in the Meeting during discussion and voting	Member of Sidmouth Biodiversity Group Member of Sidmouth Arboretum
Cllr Kelvin Dent	Knowle	Personal	Remained in the Meeting during discussion and voting.	Resident of Knowle Drive

**68 Matters of Urgency and Report**

None reported.

**69** Members received draft of the Environment Policy for recommendation for Council to adopt. Members had concerns about the wording regarding 'We will not permit commercial exploitation of live animals'. The Chairman gave thanks to the Working Group for their hard work.

**RECOMMENDED:**

That the draft revised environment policy be adopted by the Council, subject to final drafting.

**70 Natural Environment:**

70.1 Jan Metcalf reported on the continuing work of the River Sid Partnership. Thanks were given to The River Sid Partnership for their ongoing dedication to the project.

**RESOLVED:**

a) A list from the River Sid Partnership of what to raise with the Environment Agency to enlist their help to get to the next level.

b) Speak to South West Water about gaining more evidence to support the findings.

c) An official letter from Sidmouth Council to the Environment Agency with the request.

70.2 A update was received from the Biodiversity Group.

70.3 a) Jon Ball from the Arboretum gave an update on the 10-year treeconomics report. 3000 trees were being planted in November, December and January. All the data from Treeconomics is being collated. Members gave thanks for the success of the project so far.

b) It was reported that The Knowle tree trail has QR codes that need replacing.

**RESOLVED:**

£400 agreed for replacement labels for the trees.

70.4 Councillor Stephen Blakeway suggested a traffic light proposal to help develop a feedback mechanism to collect information on current projects, challenges, and additional support needs.

70.5 Councillor Kevin Walker gave a summary of the report from the new Friends of the Knowle Group and their activities.

a) The minutes were of the meeting of the Knowle Park and Gardens Working Group held on 17th September were noted.

b) To consider the adoption of the Knowle Park and Gardens Management Plan recommended by the Working Group.

c) The dissolution of the working group was agreed

d) It was agreed that the memorial seating would be discussed in the next meeting after obtaining additional information.

70.6 Councillor Walker gave a verbal report on the Cemeteries on behalf of VGS, Cherish Sidmouth Cemeteries and Friends of the Goyle. There was a universal agreement that differences and improvements have been made. There were ongoing challenges with EDDC and issues with dogs fouling in the area.

70.7 It was noted by Members that hard preparation work had been carried by Sidmouth in Bloom and their team over winter and spring in Sidmouth, and they had gained the Sunday Times 'award' as 'the UK's top floral seaside spot'. Members wanted to congratulate the volunteers for all their hard work and beautiful displays.

## **71 Built Environment**

71.1 a) Councillor Paul Dodds gave a detailed presentation on assisting Devon County Council with the ongoing issue of Potholes and drainage in the Sid Valley.

b) The Chair suggested more effective use of resources the Town Council already has at its disposal, to help keep the town tidy.

Hiring a contractor to clear drains and clear kerb/road vegetation.

### **RESOLVED:**

Set up a Working Group with Cllr Barlow, Cllr Dodds, Cllr Perram, Cllr Hughes and either the Chair or Vice Chair of the Council.

To use up to £5k of the Committee's funds in consultation with East Devon District Council and Devon County Council Highways to trial over the Winter and to report in the Spring regarding the hire of a contractor to clear drains and clear kerb/road vegetation.

Target the Council's current weed clearing employee and suggest a better use of his time, sending specific locations in need of clearing.

Members needed to report any locations in their Ward to the Town Clerk.

Cllr Stephen Blakeway suggested the use of maps of Sidmouth Wards to determine areas of need and progress.

## **72 Engagement**

72.1 Councillor Edward Willis-Flemming presented a suggestion to have a 5-star rating on business premises doors, to show compliance with environmental standards.

### **RESOLVED:**

To set up a working group with Cllr Willis-Flemming, Cllr Nelson and Cllr Lockyear. To work alongside Dave Bramley and CAPS and create a report on how to encourage Sidmouth businesses to take part in the scheme.

72.2 Councillor Chris Lockyear reported from CAPS about the various talks scheduled throughout the Year from energy saving organisations and the ongoing success of the CAPS newsletter.

**73** Members confirmed the date for the next meeting as Monday 13 January.

.....  
CHAIR OF THE ENVIRONMENT COMMITTEE



## Sidmouth Town Council - Detailed Income and Expenditure Report

### Month 7 - October 2024

#### Council Services

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
Public Conveniences	0	0	16,000	16,000	0
Youth Service Support	12,500	38,248	49,000	10,752	0
Flower Beds, Planters & Watering	0	12,202	18,500	6,298	0
Christmas Lighting & Events	380	8,630	16,500	7,870	0
Donation to Christmas Lighting (Income)	0	0	-1,750	-1,750	0
Tourism Promotion	6,669	18,216	50,000	31,784	0
Tourism Promotion Income	-714	-3,674	-24,000	-20,326	0
Verge Cutting, Town Maintenance & Weeding	1,986	13,898	24,500	10,602	0
Verge Cutting DCC Grant (Income)	0	-5,132	-5,100	32	0
Street Furniture	2,580	7,070	16,800	9,730	0
Sidmouth Information Centre	5,000	25,000	32,800	7,800	0
Water Fountains & Defib Mtce	175	1,203	2,500	1,297	0
Dog Hygiene Bins	0	0	2,000	2,000	0
War Memorials	0	0	500	500	0
Parish Paths Partnership Payments	0	528	0	-528	-528
Parish Paths Partnership (Income)	0	-2,000	0	2,000	2,000
	<b>£28,576</b>	<b>£114,189</b>	<b>£198,250</b>	<b>£84,061</b>	<b>£1,472</b>

#### Discretionary Expenditure

Festival and Events Grant	0	50,000	50,000	0	0
Special Funding Support	0	29,500	29,500	0	0
Community Small Grants	0	15,250	18,000	2,750	0
Sidmouth Regatta	0	467	20,000	19,533	0
Donation to Sidmouth Regatta (Income)	0	-307	0	307	0
Environment Committee	2,750	7,697	8,000	303	0
Community Infrastructure Levy Payments	380	380	0	-380	-380
Community Infrastructure Levy (Income)	0	-7,866	0	7,866	7,866
Rayson Bequest - Fireworks/Light Displays	0	6,263	0	-6,263	-6,263
Rayson Bequest - Natural/Sidmouth History	0	0	0	0	0
Rayson Bequest - Party/Celebrations	0	0	0	0	0
Woolley Bequest Payments	0	0	0	0	0
	<b>£3,130</b>	<b>£101,384</b>	<b>£125,500</b>	<b>£24,116</b>	<b>£1,223</b>

## Sidmouth Town Council - Detailed Income and Expenditure Report

### Month 7 - October 2024

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
<b><u>Woolcombe House</u></b>					
Services Gas/Water/Elec	262	2,184	8,000	5,816	0
Woolcombe House Business Rate	3,618	8,489	9,600	1,111	0
Woolcombe House (Loan Interest&Repayment)	0	7,444	14,890	7,446	0
Woolcombe House-General Maintenance	399	10,584	10,000	-584	-584
	<b>£4,279</b>	<b>£28,701</b>	<b>£42,490</b>	<b>£13,789</b>	<b>-£584</b>
<b><u>Other Property</u></b>					
Alma Lane Field	0	0	500	500	0
Youth Premises Provision	3,880	19,843	85,000	65,157	0
Manstone Sports and Play Areas	2,443	2,728	2,000	-728	-728
Long Park & Play Area	567	2,585	1,500	-1,085	-1,085
The Arches	1,750	10,100	45,000	34,900	0
The Arches East (Income)	0	-13,709	-27,000	-13,291	0
Conservatory Maintenance	495	755	2,000	1,245	0
Knowle Parkland & Amphitheatre	1,720	15,333	15,000	-333	-333
Fire Beacon Nature Reserve	0	0	0	0	0
Sidmouth Golf Club (Income)	0	-5	-5	0	0
Elec Pole Rent (Income)	0	-40	-40	0	0
	<b>£10,855</b>	<b>£37,590</b>	<b>£123,955</b>	<b>£86,365</b>	<b>-£2,146</b>
<b><u>Trust Property</u></b>					
<b><u>The Ham</u></b>					
The Ham Ground Mtce	121	847	2,000	1,153	0
The Ham Other Mtce	0	861	10,000	9,139	0
The Ham Play Equipment	163	163	2,000	1,837	0
The Ham Utility Building	0	0	1,000	1,000	0
The Ham 3Phase Power	313	3,056	4,500	1,444	0
The Ham Rent (Income)	-150	-12,137	-12,800	-663	0
<b><u>Manstone</u></b>					
Manstone Land Ground Mtce	66	462	900	438	0
Manstone Other Maintenance	750	750	1,600	850	0
Manstone Rent (Income)	0	-690	-1,480	-790	0
<b><u>Salcombe Regis</u></b>					
S.R. Allotment Field	0	0	0	0	0
S.R. Recreation Field	0	0	0	0	0
S.R. Recreation Field Rent (Income)	-500	-2,530	-670	1,860	0
	<b>£763</b>	<b>-£9,218</b>	<b>£7,050</b>	<b>£16,268</b>	<b>£0</b>

## Sidmouth Town Council - Detailed Income and Expenditure Report

### Month 7 - October 2024

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
<b><u>Members</u></b>					
Members/Chair's Allowances	0	5,681	7,200	1,519	0
Chair's Expenses	0	0	2,000	2,000	0
Members Expenses/Training	90	90	800	710	0
Elections	0	1,208	1,000	-208	-208
Civic & Hospitality	0	0	1,000	1,000	0
Civic Regalia	0	0	1,000	1,000	0
	<b>£90</b>	<b>£6,979</b>	<b>£13,000</b>	<b>£6,021</b>	<b>-£208</b>
<b><u>Staff</u></b>					
Salaries	9,240	64,678	115,000	50,322	0
Pensions	1,897	13,277	24,000	10,723	0
Project Support	3,780	12,932	40,000	27,068	0
Staff Eye Tests	0	30	100	70	0
Training & Conferences	0	0	500	500	0
Officers Expenses	0	120	500	380	0
	<b>£14,917</b>	<b>£91,037</b>	<b>£180,100</b>	<b>£89,063</b>	<b>£0</b>
<b><u>Office Expenses</u></b>					
Postage	127	195	500	305	0
Stationery	193	788	1,500	712	0
Telephone	1,219	3,769	4,700	931	0
Subscriptions	0	2,798	3,000	202	0
Photocopier	-1	313	800	487	0
Internet, website and webcams	1,597	4,064	4,000	-64	0
I.T. Software Contracts	6	1,386	4,000	2,614	0
I.T. Maintenance Support	0	872	6,000	5,128	0
Advertisements	0	0	500	500	0
Audit	0	2,080	2,500	420	0
Insurance	-285	7,289	6,800	-489	0
Sundry	215	409	1,000	591	0
Bank Charges	13	82	300	218	0
Bank Interest Received (Income)	0	-11,201	-12,000	-799	0
	<b>£3,084</b>	<b>£12,844</b>	<b>£23,600</b>	<b>£10,756</b>	<b>£0</b>

## Sidmouth Town Council - Detailed Income and Expenditure Report

### Month 7 - October 2024

Expense Group Totals	Actual	Actual	Current	Budget	Cummulative
	Current Month	Year to Date	Annual Budget	Balance	To + / From - EMReserves
Council Services	28,576	114,189	198,250	84,061	1,472
Discretionary Expenditure	3,130	101,384	125,500	24,116	1,223
Woolcombe House	4,279	28,701	42,490	13,789	-584
Other Freehold Property	10,855	37,590	123,955	86,365	-2,146
Trust Property	763	-9,218	7,050	16,268	0
Members	90	6,979	13,000	6,021	-208
Staff	14,917	91,037	180,100	89,063	0
Office Expenses	3,084	12,844	23,600	10,756	0
Precept Received	0	-713,945	-713,945	0	
<b>Net Income over Expenditure</b>	<b>£65,694</b>	<b>-£330,439</b>	<b>£0</b>	<b>£330,439</b>	<b>-£243</b>

#### Current/Deposit Bank Accounts

of which:

<b>Woolley Bequest</b>	£2,963
<b>Rayson Bequest Fireworks/Light Displays</b>	£59,409
<b>Rayson Bequest Natural/Sidmouth History</b>	£65,709
<b>Rayson Bequest Party/Celebrations</b>	£64,208
<b>Earmarked Reserves</b>	£717,950
<b>General Reserve at 1Apr24</b>	£213,432
<b>Balance of Precept held</b>	£330,682
<b>Control accounts</b>	-£26,974
	£1,427,379