

# 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)

20 December 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 6 January 2025 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 meeting held on Monday 2 December 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 Committee and Planning Working Group  
To receive the reports of the Planning Committee and Working Group meetings held on Wednesdays 4 and 18 December 2024. 7 – 13
- 8.2 Tourism & Economy Committee  
To receive the reports of the Tourism & Economy Committee meeting held on Wednesday 11 December 2024. 14 – 16
- 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  
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  
To receive the Finance Report for November 2024. 17 – 20
- 9.2 Other Reports from Members with Special Responsibilities  
To receive other notified reports from other Members.

10 **Sidmouth Town Council Environment Policy**

Members are asked to consider adopting the updated Town Council Environment Policy, as attached.

***Forthcoming meetings:***

- JAN** Wed 08 PLANNING COMMITTEE
- Mon 13 ENVIRONMENT COMMITTEE
- Mon 20 COUNCIL (ESTIMATES & GRANTS)
- Wed 29 PLANNING COMMITTEE
- FEB** Mon 03 COUNCIL
- Wed 19 PLANNING COMMITTEE
- MAR** Mon 03 COUNCIL
- Wed 12 PLANNING COMMITTEE
- Wed 19 TOURISM & ECONOMY COMMITTEE

**SIDMOUTH TOWN COUNCIL**  
**Minutes of the Meeting of Sidmouth Town Council**  
**held at the Council Chamber, Woolcombe House, Sidmouth,**  
**on Monday 2 December 2024 at 6.30pm**

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

The meeting started at 6.30pm and finished at 6.55pm.

**PART 'A'**

**86 Minutes**

The minutes of the meeting of the Town Council held on Monday 4 November 2024 were signed as a true and accurate record.

**87 Declarations of Interest**

Name	Item Number	Type	Action Taken	Details
Cllr Kelvin Dent	90.3 Environment Committee Report	Personal	Remained in the meeting during discussion and voting	Neighbour to The Knowle

**88 Public Open Question Time**

- Cllr Walker reported that at the EDDC Cabinet meeting, held on the 27 November, the Glen Goyle footpath had not been allocated the proposed £30,000 and this had been deferred to explore the possibility of working with local stakeholders. He asked why this discussion had not taken place prior to the Cabinet meeting.

District Councillor Barlow replied that when it became apparent at the meeting that the Glen Goyle proposal would not meet the criteria for funding and would be rejected outright, he had suggested the involvement of local groups in the hope that the work could be able to be carried out with volunteers and local funding.

**89 Police Advocate Report**

Cllr Nelson reported that she and Di Byrne had held a meeting with the Neighbourhood Team who had reported that much of their time was currently being taken up by neighbourhood

disputes. It was noted that antisocial behaviour had not increased following the closure of the Manstone Youth Centre.

CCTV had also been discussed with 4-5 well positioned sites being identified which would give good coverage of the town; Di Byrne would continue with this project to report to a future Council meeting.

The Devon & Cornwall Police Commissioner's report had set the policing priorities for the forthcoming period, these would include Antisocial Behaviour, Drugs and Alcohol, Serious Violence including that on roads and Theft.

Cllr Hughes suggested that if the Sidmouth Police Station were to close then it might be possible to move into the Fire Station building where there was space; this would bring all the Blue Light services together.

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

## **90 Committee/Working Group Reports**

### 90.1 Planning Working Group Reports

Councillor Dent presented the reports of the Planning Working Group meetings held on Wednesdays 6 and 20 November 2024.

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

### 90.2 Tourism and Economy Committee Report

Councillor Nelson reported that the next meeting of the Tourism & Economy Committee would be held on Wednesday 11 December 2024.

At the Devon Tourism Awards held in Plymouth on 21 November the Sidmouth Information Centre had received the Gold Award as Visitor Information Service of the Year 2024/25. Tim Shardlow and Joy Carlyle attended the ceremony to accept the Dartington Crystal trophy which had been sponsored by South West Visitor Economy Hub.

**RESOLVED:** That:

1. the Tourism and Economy Committee report be noted.
2. thanks and congratulations be noted to the TIC staff for their achievements and hard work.

### 90.3 Environment Committee Report

Councillor Barlow, Chair of the Environment Committee, presented the report of the Environment Committee meeting held on Monday 21 October 2024.

**RESOLVED:** That:

1. the Environment Committee report be noted and agreed; subject to a minor change to Minute No 70.5 (b) which should read 'To adopt Knowle Park and Gardens Management Plan recommended by the Working Group.'
2. the final version of the Environment Policy be presented to a future meeting of the Council with a recommendation for adoption.

### 90.4 Council Resources Working Group

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

### 90.5 Youth Provision Working Group

Councillor Nelson, Chair of the Youth Provision Working Group, reported that demolition works of the former Youth Centre had been completed on time and on budget. The Harris fencing would be retained around the site for the time being to enable the National Grid Distribution Unit to be made fully secure and safe.

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

**91 Reports from Members with Special Responsibilities**

91.1 Finance Report

In the absence of the Member with Special Responsibility for Finance, Councillor Nicholson presented the Finance Report for October 2024.

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

.....  
CHAIR OF THE COUNCIL

**Sidmouth Town Council’s Planning Working Group  
held on Wednesday 4 December 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 11.30am

**246 Declarations of Interest**

Cllr Nicholson and Cllr Perram	24/2358/TCA South Ward	Personal	Remained in the meeting and voted to note the proposal.	Related to the Applicant Acquainted with the Applicant
--------------------------------	------------------------	----------	---	---

**247 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.

**248 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 20 November 2024.

**249 Urgent items**

None received.

**250 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>251</b>	24/2023/FUL East Ward	White Space Estates Ltd	Abbeyfield Court, Station Road, Sidmouth, EX10 8NW. 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 2 <sup>nd</sup> and 3 <sup>rd</sup> floor levels; re-application of external render; and external landscaping works. (Amended plans for consultation).
------------	--------------------------	-------------------------------	---

**NO OBJECTIONS TO THE AMENDMENTS.**

**However,** Members would like to see the windows, if in white, manufactured in hard wood and coloured if using aluminum. Members would oppose the use of UPVC in this heritage area.

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

**NO OBJECTIONS:**

**However,** Members would like it noted that they strongly oppose opening the site throughout the year. Allowing the caravans to be occupied throughout the year would be detrimental to the peace and quiet of the area and the amenity of local residents.

<b>253</b>	24/2434/MOUT Sidbury Ward	Sidbury LVA LLP	Land Adjacent Furzehill, Burnt Oak, Sidbury. Outline planning application for the erection of up to 43 residential dwellings, with associated access, landscaping and open space, as well as the provision of the second phase of the Sidford to Sidbury multi-use path (all matters reserved save for access).
------------	------------------------------	--------------------	--

**DEFERRED** until the next meeting of the Planning Committee to be held in the Town Council office on 18 December

<b>254</b>	24/2194/CPL South Ward	Peter & Sally Ivey	Meadway, 2 Roselands, Sidmouth, EX10 8PB. Certificate of lawful development to revert 2no converted flats back into a single residence.
------------	---------------------------	-----------------------	--

**NO OBJECTIONS**

**255 Trees in Conservation Areas**

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

**NOTED**

<b>b)</b>	24/2306/TCA South Ward	Lucy Buckingham (National Trust)	Trees On The Southern Boundary Of Cotmaton Field (aka Pond Meadow), Cotmaton Road, Sidmouth. Ash 833 - Large cavity on the north side of the tree. Cavity 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.
-----------	---------------------------	---	---

**NOTED**



**256 Trees with preservation order**

Applications relating to Trees protected by a Tree Preservation Order.

- a) 24/2002/TRE 5 Deans Mead, Sidmouth, EX10 8XP.  
South ward T1: Ash pollard - remove dead wood over 75mm and reduce height by 2-3m into live growth to encourage new shoots.  
Shorten back long limb over neighbouring property.

**DEFERRED:** awaiting Officers report

**257 Notification of a new Tree Preservation Order**

- a) 24/0016/TPO Land at Luddesdowne, Higher Brook Meadow, Sidford, Sidmouth

**258 Appeals.**

None received.

**259 Unsupported decisions**

- a) 24/1581/FUL Mr & Mrs 4 Sid Park Road, Sidmouth, EX10 9BW.  
North Ward Peter and Jo  
Cunningham Rear single-storey extension.  
**STC:** DO NOT SUPPORT **EDDC:** APPROVED
- b) 24/1506/FUL Mr & Mrs Magnolia Lodge, Southway, Sidmouth, EX10 8JL.  
Salcombe Regis Priestley Construction of garden annex.  
Ward **STC:** DO NOT SUPPORT **EDDC:** APPROVED
- c) 24/1931/AGR Mr Jon Chineway Farm, Putts Corner, Sidbury, Devon, EX10 0QQ.  
Sidbury ward Simpson Agricultural shed for the feeding and storing sheep and the storage of hay approx size 465msq  
**STC:** DO NOT SUPPORT **EDDC:** DECIDED NO PERMISSION IS REQUIRED

**260 Enforcement Letters**

None received.

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

There was no new update.

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

**Sidmouth Town Council’s Planning Committee  
held on Wednesday 18 December 2024**

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

Also present: Cllr Ian Barlow

Apologies: Cllr Chris Lockyear  
Cllr John Nicholson

The meeting started at 10.00am and finished at 11.40am

**262 Declarations of Interest**

Lucy Whittaker Planning Clerk	24/2034/FUL Primley Ward	Personal	Remained in the meeting	Acquainted with the Applicant
Cllr Willis-Flemming	24/2434/MOUT Sidbury Ward	Personal	Remained in the meeting and did vote.	Acquainted with the Applicant

**263 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.

**264 Minutes**

The minutes of the meeting of the Planning Working Group held on Wednesday 4 December 2024 were signed as a true and accurate record, subject to minute 246 being amended to show that Cllr Perram was a Consultee on the application 24/2358/TCA, rather than acquainted to the applicant.

**265 Urgent items**

None received.

**266 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>267</b>	24/2434/MOUT Sidbury Ward	Sidbury LVA LLP	Land Adjacent Furzehill, Burnt Oak, Sidbury. Outline planning application for the erection of up to 43 residential dwellings, with associated access, landscaping and open space, as well as the provision of the second phase of the Sidford to Sidbury multi-use path (all matters reserved save for access)
------------	------------------------------	--------------------	---

The Committee were made aware of a number of representations on EDDC's planning portal and several members of the public addressed the Committee.

**OBJECT:** Members objected to the planning application for the following reasons:

**Impact on National Landscape:**

The proposed development would have a detrimental effect on the character and visual amenity of the designated National Landscape.

**Inadequate Infrastructure:**

The existing infrastructure in Sidbury is not adequate to support an influx of residents and vehicles associated with 43 new residential dwellings, causing a strain on local amenities such as the school, parking facilities, and healthcare,

**Drainage and Flooding Issues:**

The proposed development could exacerbate existing drainage issues in the area, increasing the current risk of flooding. The applicants have not demonstrated how this will be addressed.

**Safety Concerns Due to Road Access:**

The proposed new access to the development would connect to a narrow road with poor visibility, creating significant safety risks for drivers, pedestrians, and cyclists. The road is already challenging for larger vehicles such as tractors and buses, and the increased traffic at the access point would worsen congestion and disruption and increase the risk of accidents.

**Construction Disruption:**

The construction phase would likely cause significant upheaval, including noise, dust, and traffic disruption. Prolonged construction activities would negatively impact on the daily lives of existing residents and businesses in the area.

**Environmental Considerations:**

The development could harm local natural habitats and biodiversity to the detriment of the National Landscape area.

**Community Impact:**

The development would constitute overdevelopment of the village and disrupt the character and cohesion of the existing community

**Listed Buildings.**

The development would have an adverse impact on nearby listed buildings and the views from Sidbury Castle Iron Age Hillfort.

**NOTE:**

Whilst the Planning Committee strongly objected to the application, they wished to propose a number of mitigation measures in the event that the Local Planning Authority were minded to approve the application. Such points would be considered at the next meeting of the Planning Committee on 8<sup>th</sup> January 2025 and communicated to the Local Planning Authority thereafter.

**268** 24/2034/FUL Helen 58 Fleming Avenue, Sidmouth, EX10 9NH.  
Primley Ward Johnson Two storey side extension with extension to existing dormer and a single storey rear extension.

**NO OBJECTIONS**

**269** 24/2367/FUL Mr & Mrs Sheridan House, Redwood Road, Sidmouth, EX10 9AD.  
Salcombe Regis Butcher Proposed garage conversion, alterations, roof extensions and new detached garage structure.

**NO OBJECTIONS:**

Note: Members suggested that the Local Planning Authority could suggest that the applicant might wish to replace part of the large existing driveway with a more environmentally friendly surface in order to mitigate the loss of garden.

**270 Trees in Conservation Areas**

**a)** 24/2570/TCA The Dairy House, Salcombe Regis, Devon, EX10 0JH.  
Salcombe Regis PROPOSAL: T1, Leylandii : halve in size in line with the top of low  
Ward roof level; boughs overhanging the low roof of the Dairy House will be pruned back to 1m; any boughs overhanging the neighbouring property will be removed. T2, Leylandii : halve the height, bringing it down to the level of the low roofs of both properties.

**DEFERRED:** Awaiting the Officers report

**b)** 24/2490/TCA Mr Bruce 1 Regency Gate, Sidmouth, EX10 9NQT1.  
Salcombe Regis Smith Maple - dbh 400mm reduce by up to 1.5m in height and 1m in  
Ward width with up to 50mm targeted pruning cuts, remove crossing and rubbing branches under 50mm in diameter. T2: Lawson Cypress - dbh 200mm fell. T3: Acacia - the lowest first order branch pointing in a southerly to south easterly direction, reduce end loads by up to 2m, maximum pruning cuts of no more than 60mm.

**NOTED**

**c)** 24/2524/TCA Monica Read Winthwaite, Gorseway, Convent Road, Sidmouth, EX10 8RJ..1,2 &  
South Ward 4: Laurel - prune back to allow upright growth. 3, 6, 7,10,11,12 &13: Holly - coppice and re-coppice to allow upright growth. 5: Sycamore - trim back limb overhanging the stream. 8: Hazel - prune back to allow upright growth.

**NOTED**

**271 Applications relating to Trees with protected by a Preservation Order**

None received at the time of the publication of agenda.

**272 Notification of a new Tree Preservation Order**

- a) 24/0053/TPO Land at and adjacent to Springfield Farm, Sidbury, Sidmouth.  
Sidbury Ward

**273 Appeals.**

None received.

**274 Unsupported decisions**

None received.

**275 Enforcement Letters**

None received.

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

Councillor Barlow reported that EDDC were moving towards Regulation 19 stage whereby the proposed new Local Plan would be placed on deposit for public representations before going to the Planning Inspectorate for consideration. However, if the proposed new Local Plan is to be deemed to be compliant with National Requirements, EDDC would need to allocate additional housing in order to achieve a 5 year rolling supply of housing land.

.....  
**CHAIR OF THE PLANNING COMMITTEE**

**Minutes of a Meeting of Sidmouth Town Council’s  
Tourism and Economy Committee  
held in the Council Chamber, Woolcombe House, Sidmouth  
on Wednesday 11 December 2024 at 6.30 pm**

Councillors present: Ian Barlow  
Francetta Bridle  
Paul Dodds  
Hilary Nelson  
Rachel Perram  
Kevin Walker  
Edward Willis Fleming

Invited Reps: TIC Manager – Tim Shardlow  
Chamber of Commerce – Ian Gregory  
Sidmouth Walking Festival – Tim Spray

Apologies : Lorraine Brown, Chris Lockyear, John Loudoun, John Nicholson  
Ignyte Ltd (Visit Sidmouth Tourism Promotion) – Tina Veater

The meeting started at 6.30pm and finished at 8.00pm

**PART ‘A’**

**23 Minutes**

The Minutes of the Tourism & Economy Committee meeting held on Wednesday 12 June 2024 were signed and approved as a true and accurate record.

The Chair gave an update regarding Minute no 20 Knowle Car Park Enhancement Project that the anticipated number of additional car parking spaces would be many fewer than hoped. The design engineer had been asked to review the site again

**24 Declarations of Interest**

Name	Item Number	Type	Action Taken	Details
Cllr Ian Barlow	30 Bringing New Orleans to the Streets of Sidmouth	Personal	Remained in the meeting during discussion and voting	Jazz & Blues Festival Sponsor
Cllr Edward Willis Fleming	30 Bringing New Orleans to the Streets of Sidmouth	Personal	Remained in the meeting during discussion and voting	Jazz & Blues Festival Sponsor

**25 Tourism & Promotion Advisory Group Update**

Councillor Nelson updated members on the work carried out by the Tourism Advisory Group and reported that a winter campaign on social media had been designed and released. The combined event of Christmas Light Switch on and Late Night Shopping had been a great success and thanked all the volunteers who had organised the event.

The TAG group would meet again in January 2025 to discuss two forthcoming campaigns.

**RESOLVED:** That the Tourism Advisory Group report be noted.

**26 Tourism Information Centre Summary of Activities**

Tim Shardlow, Tourist Information Centre Manager, read his report which gave an update of TIC activities. At the Devon Tourism Awards held in Plymouth on 21 November the Sidmouth Information Centre had received the Gold Award as Visitor Information Service of the Year 2024/25. Tim Shardlow and Joy Carlyle had attended the ceremony to accept the Dartington Crystal trophy which had been sponsored by South West Visitor Economy Hub.

**RESOLVED:** That:

- 1) the Sidmouth Information Centre report be noted.
- 2) SIC would introduce a mailing list for 'Friends of Sidmouth' show would be updated with news and events on a quarterly basis.
- 3) the TAG would consider whether the window display in the TIC should be changed/updated and whether it would be financially feasible to place a video screen in the window.
- 4) thanks and congratulations be noted and passed on to the TIC staff for their achievements and hard work.

**27 Tourism & Promotion Contract Update**

In the absence of Tina Veater of Ignyte, Cllr Nelson presented the Ignyte Visit Sidmouth summary report.

**RESOLVED:** That:

- 1) the Tourism & Promotion contract update report be noted.
- 2) It be noted that the contract with Ignyte would be renegotiated with a contract review date of January 2026.

**28 Tourism & Promotion Finance Report**

The Chair presented the Tourism & Promotion Finance report for the period to October 2024 and reported that the Ignyte income would be much lower than budgeted. However other savings had been made by a reduced spend on Video Production, with students supplying phone video content that had been curated by Ignyte, and the budgets for Training & Events and Visitor Survey were unlikely to be spent.

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

**29 Walking Festival 2025**

Tim Spray, Treasurer presented the Walking Festival report and reported that there had been a loss of committee members, especially that the lead organiser/coordinator had also stepped down. The group had adequate funding and plenty of volunteers to lead the walks, but administration and coordination would be a problem for the 2025 festival.

**RESOLVED:** That:

- 1) The Walking Festival report be noted.
- 2) Ted Swan and the outgoing committee members be thanked for their hard work and for organising successful events over the last 10 years.
- 3) Sidmouth Town Council would continue to support the festival with a Press Release and social media posts to encourage individuals to come forward to be involved with organising future events.
- 4) As an interim measure, Cllr Walker would work with Tim Spray to organise the 2025 festival, whilst searching for an individual to take over the organiser/coordinator role.

**30 Bringing New Orleans to the Streets of Sidmouth**

Members were asked to consider a funding request from Sidmouth Jazz & Blues Festival.

**RESOLVED:** That a £5,000 grant be allocated from the Tourism & Economy Committee Earmarked Reserve to support the 2025 Sidmouth Jazz & Blues Festival’s ‘Bringing New Orleans to the Streets of Sidmouth’ project.

**31 Matters Raised by Invited Representatives**

Ian Gregory, Sidmouth Chamber of Commerce, reported that:

- The Classic Car Show held on Saturday 21 September had been very successful with over 330 cars displaying and around 5,000 visitors to the town.
- The Christmas Light Switch On and Late Night Shopping evenings were combined on the same date for 2024 and had been well received with the town very busy. Next year’s event was scheduled for 22 November 2025.
- Giving feedback on the Visit Sidmouth website it was noted that the What’s On section included a lot of information about events happening outside Sidmouth to the detriment of those occurring in the Sid Valley. The Chamber of Commerce would be asked for further feedback regarding the need for curation of the information held on the website and would report to a future meeting.
- The Chamber of Commerce were encouraging new members by introducing evening seminars with guest speakers. Future meetings would include:
  - Marketing your Business – Tina Veater
  - Sustainable Tourism – Cllr Hilary Nelson
  - Health & Safety for Small Businesses
  - AGM – Ian Bowden, Jazz & Blues Festival

**RESOLVED:** That the Chamber of Commerce report be noted.

.....  
CHAIR OF THE TOURISM & ECONOMY WORKING GROUP



**Sidmouth Town Council - Detailed Income and Expenditure Report**  
**Month 8 - November 2024**

Cummulative

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	To + / From - EMReserves
<b><u>Council Services</u></b>					
Public Conveniences	0	0	16,000	16,000	0
Youth Service Support	0	38,248	49,000	10,752	0
Flower Beds, Planters & Watering	3,731	15,933	18,500	2,567	0
Christmas Lighting & Events	109	8,739	16,500	7,761	0
Donation to Christmas Lighting (Income)	-1,750	-1,750	-1,750	0	0
Tourism Promotion	2,070	20,286	50,000	29,714	0
Tourism Promotion Income	-2,260	-5,934	-24,000	-18,066	0
Verge Cutting, Town Maintenance & Weeding	1,985	15,883	24,500	8,617	0
Verge Cutting DCC Grant (Income)	0	-5,132	-5,100	32	0
Street Furniture	0	7,070	16,800	9,730	0
Sidmouth Information Centre	0	25,000	32,800	7,800	0
Water Fountains & Defib Mtce	124	1,327	2,500	1,173	0
Dog Hygiene Bins	1,909	1,909	2,000	91	0
War Memorials	0	0	500	500	0
Parish Paths Partnership Payments	217	745	0	-745	-745
Parish Paths Partnership (Income)	0	-2,000	0	2,000	2,000
	<b>£6,135</b>	<b>£120,324</b>	<b>£198,250</b>	<b>£77,926</b>	<b>£1,255</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	1,154	8,851	8,000	-851	-852
Community Infrastructure Levy Payments	0	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>£1,154</b>	<b>£102,538</b>	<b>£125,500</b>	<b>£22,962</b>	<b>£371</b>

## Sidmouth Town Council - Detailed Income and Expenditure Report

### Month 8 - November 2024

Cummulative

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	To + / From - EMReserves
<b><u>Woolcombe House</u></b>					
Services Gas/Water/Elec	501	2,685	8,000	5,315	0
Woolcombe House Business Rate	0	8,489	9,600	1,111	0
Woolcombe House (Loan Interest&Repayment)	0	7,444	14,890	7,446	0
Woolcombe House-General Maintenance	244	10,828	10,000	-828	-828
	<b>£745</b>	<b>£29,446</b>	<b>£42,490</b>	<b>£13,044</b>	<b>-£828</b>
<b><u>Other Property</u></b>					
Alma Lane Field	0	0	500	500	0
Youth Premises Provision	25,435	45,278	85,000	39,722	0
Manstone Sports and Play Areas	1,016	3,744	2,000	-1,744	-1,744
Long Park & Play Area	475	3,060	1,500	-1,560	-1,560
The Arches	1,645	11,745	45,000	33,255	0
The Arches East (Income)	0	-13,709	-27,000	-13,291	0
Conservatory Maintenance	0	755	2,000	1,245	0
Knowle Parkland & Amphitheatre	1,000	16,333	15,000	-1,333	-1,333
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>£29,571</b>	<b>£67,161</b>	<b>£123,955</b>	<b>£56,794</b>	<b>-£4,637</b>
<b><u>Trust Property</u></b>					
<b><u>The Ham</u></b>					
The Ham Ground Mtce	121	968	2,000	1,032	0
The Ham Other Mtce	498	1,359	10,000	8,641	0
The Ham Play Equipment	369	532	2,000	1,468	0
The Ham Utility Building	0	0	1,000	1,000	0
The Ham 3Phase Power	296	3,352	4,500	1,148	0
The Ham Rent (Income)	-150	-12,287	-12,800	-513	0
<b><u>Manstone</u></b>					
Manstone Land Ground Mtce	66	528	900	372	0
Manstone Other Maintenance	0	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)	0	-2,530	-670	1,860	0
	<b>£1,200</b>	<b>-£8,018</b>	<b>£7,050</b>	<b>£15,068</b>	<b>£0</b>

## Sidmouth Town Council - Detailed Income and Expenditure Report

### Month 8 - November 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	73	163	800	637	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>£73</b>	<b>£7,052</b>	<b>£13,000</b>	<b>£5,948</b>	<b>-£208</b>
<b><u>Staff</u></b>					
Salaries	12,687	77,365	115,000	37,635	0
Pensions	2,562	15,839	24,000	8,161	0
Project Support	9,399	22,331	40,000	17,669	0
Staff Eye Tests	0	30	100	70	0
Training & Conferences	0	0	500	500	0
Officers Expenses	0	120	500	380	0
	<b>£24,648</b>	<b>£115,685</b>	<b>£180,100</b>	<b>£64,415</b>	<b>£0</b>
<b><u>Office Expenses</u></b>					
Postage	128	323	500	177	0
Stationery	154	942	1,500	558	0
Telephone	0	3,769	4,700	931	0
Subscriptions	0	2,798	3,000	202	0
Photocopier	187	500	800	300	0
Internet, website and webcams	0	4,064	4,000	-64	0
I.T. Software Contracts	1,781	3,167	4,000	833	0
I.T. Maintenance Support	1,876	2,748	6,000	3,252	0
Advertisements	0	0	500	500	0
Audit	0	2,080	2,500	420	0
Insurance	0	7,289	6,800	-489	0
Sundry	63	472	1,000	528	0
Bank Charges	10	92	300	208	0
Bank Interest Received (Income)	0	-11,201	-12,000	-799	0
	<b>£4,199</b>	<b>£17,043</b>	<b>£23,600</b>	<b>£6,557</b>	<b>£0</b>

## Sidmouth Town Council - Detailed Income and Expenditure Report

### Month 8 - November 2024

Expense Group Totals	Actual	Actual	Current	Budget	Cummulative
	Current Month	Year to Date	Annual Budget	Balance	To + / From - EMReserves
Council Services	6,135	120,324	198,250	77,926	1,255
Discretionary Expenditure	1,154	102,538	125,500	22,962	371
Woolcombe House	745	29,446	42,490	13,044	-828
Other Freehold Property	29,571	67,161	123,955	56,794	-4,637
Trust Property	1,200	-8,018	7,050	15,068	0
Members	73	7,052	13,000	5,948	-208
Staff	24,648	115,685	180,100	64,415	0
Office Expenses	4,199	17,043	23,600	6,557	0
Precept Received	0	-713,945	-713,945	0	
<b>Net Income over Expenditure</b>	<b>£67,725</b>	<b>-£262,714</b>	<b>£0</b>	<b>£262,714</b>	<b>-£4,047</b>

<b>Current/Deposit Bank Accounts</b>	£1,372,505
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>	£714,146
<b>General Reserve at 1Apr24</b>	£213,432
<b>Balance of Precept held</b>	£266,761
<b>Control accounts</b>	-£14,123

## **Sidmouth Town Council Environment Policy**

Our Vision is the Sid Valley recognised as a clean, green, prosperous place to live and work - a model for sustainable living within a thriving natural environment. Our Environment Policy sets out how we will use our powers and influence to realise this vision.

Our work will be guided by the following principles:

We will:

- Work with local environmental and biodiversity groups where their objectives align with Sidmouth Town Council (STC) Policy.
- Engage actively with residents, businesses and visitors to encourage nature friendly practices.
- Develop annual climate, environmental and biodiversity plans with associated resource allocation.
- Learn from our work by monitoring, evaluating, reviewing and reporting.
- Monitor and work to reduce use of herbicides, pesticides, and other potentially environmentally damaging chemicals, on STC controlled land.
- Consider the welfare of animals in our activities and on land under our control.
- Align, where appropriate, with local, national and international initiatives on climate change and biodiversity and be guided by scientific evidence.

We will not on property in the ownership or trusteeship of STC permit the use of single-use plastics.

### **1. Natural Environment**

- a. Enhance and protect designated green spaces and wildlife corridors, conservation areas, and views, as laid out in the Neighbourhood Plan.
- b. Promote biodiversity within the Sid Valley.
- c. Encourage and normalise actions that support the natural environment.

### **2. Built Environment**

- a. Support and encourage the creation of a sustainable built environment for both existing and new buildings, including through the planning process.
- b. Encourage use of public and shared transport, bicycles, and walking for both residents and visitors by provision, or promotion with others, of appropriate assets.
- c. Practise recovery, reuse, repair, remanufacturing and recycling in Sidmouth Town Council's activities and promote the same in the community.

### **3. Engagement**

- a. Encourage environmental, climate and biodiversity awareness in the community.
- b. Support individual and organisational behaviour change and adoption of low environmental and climate impact practices.
- c. Recognise and highlight positive change that demonstrates progress by the community in achieving our environmental, climate and biodiversity objectives.

## **2024-2025 Proposed Annual plan**

1. Support the Arboretum 14000 trees project (1a)
2. Support the Arboretum tree survey and recommended follow up actions (1a)
3. Support the River Sid Catchment Project (1a)
4. Encourage restoration of the health of the River Sid and nearby sea by engaging with, and holding to account, South West Water and other stakeholders (1a)
5. Support the Sid Valley Biodiversity group's activities to promote greater biodiversity (1b)
6. Provide coordination of local environmental and biodiversity groups to increase our collective effectiveness (1b)
7. Encourage plant-based food options in local hotels and restaurants alongside other sustainably produced local food (1c)
  
8. Request the Planning Working Group to consider how to create more sustainable housing (2a)
9. Work with DCC and EDDC to make walking and cycling safer and more attractive in the Sid Valley (2b)
  
10. Support CAPS with climate awareness sessions with public and organisations (3a)
11. Engage with schools and young people on environmental, climate and biodiversity awareness (3a)
12. Recognise and celebrate businesses and contractors engagement with environmental, climate and biodiversity enhancing achievements (3c)

Revised through 2024 and submitted for approval to full STC for 6<sup>th</sup> January 2025