



# SIDMOUTH TOWN COUNCIL

WOOLCOMBE HOUSE  
WOOLCOMBE LANE  
SIDMOUTH  
DEVON  
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To: All Members of the Town Council  
Town Clerk

14 January 2025

For information:  
District Councillors for Sidmouth not on the Town Council

Dear Sir/Madam,

**Sidmouth Town Council  
Estimates and Grants Meeting  
Monday 20 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 5 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', written over a horizontal line.

**Christopher E Holland**  
Town Clerk

## A G E N D A

### **PART 'A'**

Page/s

**1 Apologies**

To receive any apologies for absence.

**2 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.

**3 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).

**4 Exclusion of the Public**

To agree any items to be dealt with after the public (including the press) have been excluded. There is one item which the Town Clerk recommends should be dealt with in this way.

**5 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.)*

**6 Proposed Estimates 2025/2026**

Councillor Lockyear, Chair of the Council and Member with Special Responsibility for Finance, will present the attached proposed estimates report for 2025/2026.

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**7 Exclusion of the Public and Press**

The Vice-Chair of the Council to move the following:

“that under the Public Bodies (Admission to Meetings) Act 1960

the public (including the press) be excluded from the meeting due to the confidential nature of its contents.”

**PART ‘B’****8 Grant Applications**

Members are asked to consider Grant applications for the financial year 2025/2026, as per issued confidential reports.

Confidential  
reports  
included with  
Members  
agenda email

**SIDMOUTH TOWN COUNCIL 2025-2026 ESTIMATES SCHEDULE**

<b><u>Council Services</u></b>	<b>Anticipated March 2025</b>	<b>2024 - 2025 Budget</b>	<b>2025 - 2026 Proposed</b>
Public Conveniences	£15,013	£16,000	<i>Now Other Property</i>
Youth Service Support	£50,747	£49,000	£54,000
Flower Beds, Planters & Watering	£17,953	£18,500	£20,000
Christmas Lighting & Events	£16,489	£16,500	£17,500
Donation to Christmas Lighting (Income)	-£1,750	-£1,750	-£1,750
Tourism Promotion	£50,000	£50,000	£50,000
Tourism Promotion (Income)	-£24,000	-£24,000	-£15,000
Verge Cutting, Town Maintenance & Weeding	£23,824	£24,500	£26,000
Verge Cutting DCC Grant (Income)	-£5,132	-£5,100	-£5,100
Street Furniture	£16,800	£16,800	£2,000
Sidmouth Information Centre	£32,800	£32,800	£44,000
Water Fountains & Defib Mtce	£2,133	£2,500	£3,000
Dog Hygiene Bins	£1,909	£2,000	£2,000
War Memorials	£500	£500	£500
Parish Paths Partnership Payments	£745		
Parish Paths Partnership (Income)	-£2,000		
	<b>£196,031</b>	<b>£198,250</b>	<b>£197,150</b>
<b><u>Discretionary Expenditure</u></b>			
Festival and Events Grants	£50,000	£50,000	£56,700
Special Funding Support	£29,500	£29,500	£31,500
Community Small Grants	£18,000	£18,000	£19,030
Sidmouth Regatta	£20,000	£20,000	£22,000
Donation to Sidmouth Regatta (Income)	£0		-£10,000
Environment Committee	£8,851	£8,000	£4,000
Community Infrastructure Levy	£380		
Community Infrastructure Levy (Income)	-£7,866		
Rayson Bequest - Fireworks/Light Displays	£6,263		
Rayson Bequest - Natural/Sidmouth History	£0		
Rayson Bequest - Party/Celebrations	£0		
Woolley Bequest Payments	£0		
	<b>£125,128</b>	<b>£125,500</b>	<b>£123,230</b>
<b><u>Woolcombe House</u></b>			
Services Gas/Water/Elec	£4,629	£8,000	£8,500
Woolcombe House Business Rate	£8,489	£9,600	£10,500
Woolcombe House (Loan Interest & Repayment)	£14,889	£14,890	£14,890
Woolcombe House General Maintenance	£12,435	£10,000	£10,000
	<b>£40,442</b>	<b>£42,490</b>	<b>£43,890</b>

**Other Freehold Property**

Alma Lane Field	£0	£500	£500
Youth Premises Provision	£85,000	£85,000	£62,000
Manstone Sports and Play Areas	£6,421	£2,000	£3,000
Long Park & Play Area	£3,493	£1,500	£3,000
Long Park Public Conveniences			£45,000
The Arches	£25,500	£25,500	£35,000
Arches Public Conveniences servicing	£18,576	£19,500	£20,000
The Arches East (Income)	-£27,000	-£27,000	-£28,000
Conservatory Maintenance	£2,000	£2,000	£2,000
Knowle Parkland & Amphitheatre	£20,333	£15,000	£15,000
Sidmouth Golf Club (Income)	-£5	-£5	-£5
Elec Pole Rent (Income)	-£40	-£40	-£40
	<b>£134,278</b>	<b>£123,955</b>	<b>£157,455</b>

**Trust Property****The Ham**

The Ham Ground Mtce	£2,000	£2,000	£2,000
The Ham Other Mtce	£10,000	£10,000	£10,000
The Ham Play Equipment	£2,000	£2,000	£2,000
The Ham Utility Building	£1,000	£1,000	£20,000
The Ham 3Phase Power	£4,500	£4,500	£6,000
The Ham Rent (Income)	-£12,800	-£12,800	-£11,000

**Manstone**

Manstone Ground Mtce	£900	£900	£900
Manstone Other Maintenance	£1,600	£1,600	£1,600
Manstone Rent (Income)	-£1,480	-£1,480	-£1,640

**Salcombe Regis**

S.R. Recreation Field Rent (Income)	-£670	-£670	-£670
	<b>£7,050</b>	<b>£7,050</b>	<b>£29,190</b>

**Members**

Members/Chair's Allowances	£5,681	£7,200	£7,400
Chair's Expenses	£1,403	£2,000	£2,000
Members Expenses/Training	£163	£800	£1,000
Elections	£1,208	£1,000	£1,000
Civic & Hospitality	£0	£1,000	£1,000
Civic Regalia	£1,000	£1,000	£1,000
	<b>£9,455</b>	<b>£13,000</b>	<b>£13,400</b>

**Staff**

Salaries	£118,016	£115,000	£160,000
Pensions	£24,146	£24,000	£32,500
Project Support	£40,000	£40,000	
Staff Eye Tests	£30	£100	£100
Training & Conferences	£0	£500	£500
Officers Expenses	£120	£500	£500
	<b>£182,312</b>	<b>£180,100</b>	<b>£193,600</b>

**Office Expenses**

Postage	£451	£500	£500
Stationery	£1,290	£1,500	£1,500
Telephone	£5,184	£4,700	£5,500
Subscriptions	£2,858	£3,000	£3,000
Photocopier	£686	£800	£800
Internet, website and webcams	£4,389	£4,000	£6,000
I.T. Software Contracts	£3,540	£4,000	£4,500
I.T. Maintenance Contingency	£6,000	£6,000	£6,000
Advertisements	£843	£500	£1,000
Audit	£2,080	£2,500	£2,500
Insurance	£6,455	£6,800	£7,500
Sundry	£793	£1,000	£1,000
Bank Charges	£151	£300	£300
Bank Interest Received (Income)	-£23,020	-£12,000	-£20,000
	<b>£11,700</b>	<b>£23,600</b>	<b>£20,100</b>

<b>Expense Group Totals</b>	<b>Anticipated March 2025</b>	<b>2024 - 2025 Budget</b>	<b>2025 - 2026 Proposed</b>
Council Services	£196,031	£198,250	£197,150
Discretionary Expenditure	£125,128	£125,500	£123,230
Woolcombe House	£40,442	£42,490	£43,890
Other Freehold Property	£134,278	£123,955	£157,455
Trust Property	£7,050	£7,050	£29,190
Members	£9,455	£13,000	£13,400
Staff	£182,312	£180,100	£193,600
Office Expenses	£11,700	£23,600	£20,100
<b>Total Estimated Precept</b>	<b>£706,396</b>	<b>£713,945</b>	<b>£778,015</b>
<b>Represents Parish Tax at Council Tax Band 'D'</b>		<b>£102.70</b>	<b>£105.91</b>
Tax Band 'D' Increase			3.1%
Tax Base		6,952	7,346

**Estimated Balance  
at 31 March 2025**

**EARMARKED RESERVES**

Alma Lane Field	£1,000
Beach Access / Management Scheme (BMP)	£100,000
Civic Regalia	£1,472
Community Infrastructure Levy	£62,087
Community Projects	£5,250
I.T. Reserve	£2,500
Conservatory Maintenance	£4,223
Elections	£13,094
Environment Committee	£18,944
Fisherman's Sheds	£5,010
Grants - Chit Rocks Beach Access Project	£10,000
Grants - Watersports Hub	£1,600
Grants - Sidmouth Arboretum Trust Street Planters	£2,000
Ham Maintenance	£33,715
Knowle Parkland & Amphitheatre	£68,562
Long Park & Play Area Maintenance	£11,533
Manstone Sports and Play Areas	£19,760
Project Support	£32,000
Salcombe Regis Recreation Field	£3,860
Sidmouth Regatta	£22,681
Stowford Community Centre	£9,235
Street Furniture	£23,402
The Arches	£12,279
Tourism Promotion	£25,573
War Memorials	£3,000
Woolcombe House Building Maintenance	£17,076
Youth Premises Reserve	£223,535
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	£733,391

**STC HOLDING/WORKING ACCOUNTS**

Fire Beacon Nature Reserve	£24,812
Parish Paths Partnership	£1,528
Rayson Bequest Fireworks/Light Displays	£59,409
Rayson Bequest Natural/Sidmouth History	£65,709
Rayson Bequest Party/Celebrations	£64,208
Sidmouth Hopper Bus	£19,706
Woolley Bequest	£2,963
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	£238,335