



# 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)

To: All Members of the Town Council  
Town Clerk

28 July 2025

For information:

District Councillor for Sidmouth  
County Councillor for Sidmouth

Dear Sir/Madam,

## **Meeting of Sidmouth Town Council Monday 4 August 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,

**Christopher E Holland**  
Town Clerk

## **A G E N D A**

### **PART 'A'**

**1 Apologies**

To receive any apologies for absence.

**2 Minutes**

To confirm the minutes of the Town Council meeting held on Monday 7 July 2025.

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**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 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 Town 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 Brown.  
*(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 7-14  
To receive the report of the Planning Committee meeting held on Wednesday 25 June & 16 July 2025.
- 8.2 Tourism and Economy Committee  
To receive an update from the Tourism and Economy Committee
- 8.3 Environment Committee 15-17  
To receive an update from the Environment Committee meeting held on Monday 14 July 2025.
- 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 Committee  
To receive an update, if appropriate, from the Chair of the Youth Provision Committee.
- 9 **Reports from Members with Special Responsibilities**
- 9.1 Finance Report 18-21  
To receive the Finance Report for June 2025.
- 9.2 Other Reports from Members with Special Responsibilities  
To receive other notified reports from other Members.

10     **Change of Meeting**

Members are asked to note that the Environment Committee meeting scheduled for 20 October 2025 will be changed to Monday 29 September 2025.

***Forthcoming meetings:***

<b>AUG</b>	Wed	13 PLANNING COMMITTEE
<b>SEP</b>	Mon	01 COUNCIL
	Wed	03 PLANNING COMMITTEE
	Wed	10 TOURISM & ECONOMY COMMITTEE
	Wed	24 PLANNING COMMITTEE
<b>OCT</b>	Mon	06 COUNCIL
	Mon	13 COUNCIL (PRE-BUDGET)
	Wed	15 PLANNING COMMITTEE
	Mon	20 ENVIRONMENT COMMITTEE

**SIDMOUTH TOWN COUNCIL**  
**Minutes of the Meeting of Sidmouth Town Council**  
**held at the Council Chamber, Woolcombe House, Sidmouth,**  
**on Monday 7 July 2025 at 6.30pm**

Ward	Councillors Present:
Sidmouth North	Stephen Blakeway
	Bernie Davis
	Stuart Hughes
Sidmouth South	Kelvin Dent
	Paul Dodds (Vice Chair)
	Chris Lockyear
	John Nicholson
	Rachel Perram
Primley	Francetta Bridle
	Hilary Nelson (Chair)
	Kevin Walker
Sidford	Mike Goodman
	Joanne Dodds

Apologies: John Loudoun, Lorraine Brown, Denise Bickley (DCC)

The meeting started at 6.30pm and finished at 8pm.

## **PART 'A'**

### **9 Minutes**

The minutes of the meeting of the Town Council held on Monday 2 June 2025 were signed as a true and accurate record, subject to Cllr Dent being added to the list of those present and the correct spelling of Cllr Loudoun's name.

### **10 Declarations of Interest**

No Declarations of Interest were received at this meeting.

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

No Matters of Urgency were received at this meeting.

### **12 Public Open Question Time**

Cllr Jo Dodds requested a follow up to her question asked at the Council meeting held on 2 June 2025 where she had previously asked District Councillors what plans were being made to address the excess growth of vegetation on kerbs and paths in Sidmouth's residential areas and would EDDC be able to re-examine their policy on Glyphosate for it to be used through limited and targeted use?

Cllrs Barlow and Goodman advised that the use of Glyphosate by the District Council needed to be examined by both the Overview and Scrutiny Committees and then ultimately agreed by cabinet. Cllr Hughes added that Dorset Council had recently reviewed its use of Glyphosate resulting in a reintroduction and targeted use.

**RESOLVED** that the use of Glyphosate through limited and targeted use be discussed further by a future Environment Committee meeting.

## **13 Police Advocate Report**

**RESOLVED** that:

- 1) the report be noted.
- 2) Cllr Nelson and Cllr Brown would attend a Police Advocacy meeting scheduled for 24 July. Members should raise any issues or questions they would like raised at this meeting by 17 July.

## **14 Committee/Working Group Reports**

### 14.1 Planning Committee Report

Cllr Dent presented the reports of the Planning Committee meetings held on Wednesday 4 and 25 June 2025.

**RESOLVED:** That the Planning Committee report be noted and agreed.

### 14.2 Tourism and Economy Committee Report

Cllr Willis Fleming presented the report from the Tourism & Economy meeting held on 11 June 2025 and gave an update on the recent TAG meeting, where it was decided that 'The Visit Sidmouth' website, Town Map and Tourist Information Centre window would be examined with a view to it being refreshed.

Cllr Hughes asked Members to be mindful of the communications and media around the potential 'Mobility Scooter Grand Prix' for the Regatta weekend 2026.

**RESOLVED:** That the Tourism Committee report be noted and agreed.

### 14.3 Environment Committee Report

Cllr Barlow reported that the next Environment Committee meeting was scheduled for 14 July 2025.

### 14.4 Council Resources Working Group

The Chair reported that there would be a meeting of the Council Resources Working Group on Monday 14 July 2025.

### 14.5 Youth Provision Committee

Cllr Perram updated Members on current status of Youth Provision. Young Devon had withdrawn from the tender process and would finish providing the service at the end of this academic year. The committee had been very busy meeting alternative local providers.

A new location for the Youth club was trialled on 25 June 2025 at Sidmouth International School's 'Old Exchange'. It had been very successful and attracted 34 young people as opposed to usual attendance of 8-10 young people.

**RESOLVED:** That the Youth Provision Committee continue discussions with alternative providers in accordance with the needs and wants of Young People in the Sid Valley with a view to a new service starting in September 2025.

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

### 15.1 Finance Report

Finance Officer Cllr Lockyear presented the May report. It was noted that a grant of £5,000 granted to the Jazz & Blues festival had been miscoded from the grants budget and would correctly be allocated to the Tourism and Economy Committee.

**RESOLVED:** That the report be noted and agreed.

### 15.2 South West Water

Cllr Lockyear attended a project update meeting with SWW's Charlie Ford on 15 June 2025. Cllr Lockyear provided an update on all four aspects of the project to date.

- 1) Infiltration works – These were now complete. With little rainfall of late, the water table was low, the actual effects could not yet be determined.
- 2) Re-routing surface water – these works were making good progress.
- 3) New tank on the Ham – installation was scheduled for October 2025
- 4) Rising Main – undergoing further integrity testing and investigation

**RESOLVED:** That the report be noted and agreed.

### 15.3 Beach Management

Cllr Lockyear attended an advisory meeting of the Beach Management scheme on 22 May 2025. Cliff Road residents attended and have contributed £50,000 towards the scheme. Cllr Lockyear told Members that the scheme was currently one year behind schedule, as EDDC had other more critical priorities and deployed resources elsewhere. A further advisory meeting was scheduled for later in July.

## **16 CCTV**

The Chair presented the report which presented three CCTV options for the Town Council to employ for its own use, to deter vandalism and anti-social behaviour.

**RESOLVED** that:

- 1) option 1 be removed due to expense and suitability.
- 2) option 2 and 3 be investigated further and discussed with local police and once the best option was identified, a further report and full specification be presented to the Council.

## **17 Additional toilet provision for August 2025**

Members were asked to consider a proposal to source and supply additional temporary toilets during the peak summer month of August 2025, which included both Sidmouth Folk Festival and Sidmouth Regatta. It was recommended that the fully plumbed in mains sewerage type was opted for, which were of a better quality and avoided the need of constant servicing. Sidmouth Folk Festival had indicated that they may be able to contribute meaning that approx. £2,000 plus an amount for cleaning (at time of publication of the agenda, this was still being investigated) would need to be made available from the Ham Maintenance Reserve.

**RESOLVED:** that £2,000 from the Ham Maintenance reserve be allocated to the provision of temporary toilets for the month of August. This will provide a total of 7 free toilets in the Port Royal vicinity during August 2025 and funded by Sidmouth Town Council.

## **18 Change of dates**

Members were asked to approve and note the change of date of:

Council from 5 to 12 January 2026

Environment Committee from 12 to 14 January 2026

**RESOLVED** that the changes to the Council meeting dates be agreed.

.....  
CHAIR OF THE COUNCIL

**SIDMOUTH TOWN COUNCIL**  
**Minutes of the Meeting of the Planning Committee**  
**held at the Council Chamber, Woolcombe House, Sidmouth,**  
**on Wednesday 25 June 2025 at 10.00am**

Councillors present: Kelvin Dent (Chair)  
 Rachel Perram (Vice Chair)  
 Chris Lockyear  
 Jo Dodds  
 Hilary Nelson  
 Edward Willis Fleming

Apologies : Cllr John Loudoun  
 Cllr John Nicholson

Also present: Cllr Ian Barlow

The meeting started at 10.00 am and finished at 11.00 am

**40 Declarations of Interest**

Name	Item / Reference	Type	Action Taken	Details of Interest
Cllr Ian Barlow	All applications	Personal	Remained in the meeting but did not vote.	Member of EDDC Planning Committee
All Councillors	25/0791/FUL South Ward	Personal	Remained in the meeting and voted	Fellow Councillor
Cllr Rachel Perram	25/0791/FUL South Ward	Personal	Left the meeting for this item	Applicant

**41 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.

**42 Minutes**

The minutes of the meeting of the Planning Committee held on Wednesday 4 June 2025 were signed as a true and accurate record.

**43 Urgent items**

None received

**44 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.

- 45** 25/1132/FUL Jacqui Cook 61 Sidford Road, Sidmouth, Devon, EX10 9LR.  
Primley Ward  
Proposed two storey rear extension above existing ground floor structure and alterations to fenestration.
- NO OBJECTIONS**
- 46** 25/1226/FUL Mr Jon 14 Yardlands, Sidmouth, EX10 9LJ.  
Primley Ward Maughan  
Proposed single storey rear extension, detached garden room, landscaping and widening of existing driveway.
- NO OBJECTIONS**
- 47** 25/0791/FUL Mrs Rachel Southcote, Convent Road, Sidmouth, EX10 8RL.  
South Ward Perram  
Erection of a single storey, timber framed side extension to the main house.
- NO OBJECTIONS:**
- 48** 25/1263/FUL Dr Claire 12 Balfours, Sidmouth, Devon, EX10 9EF.  
West Ward Millard  
Alteration to fenestration and addition of render to the front and rear elevations.
- NO OBJECTIONS**
- 49 Trees in Conservation Areas**
- a)** 25/1117/TCA 1 Sidleigh, Sid Road, Sidmouth, Devon, EX10 9DE.  
Salcombe Regis  
Ward  
T1: Monterey Cypress - remove lower limb on west side of trunk and remove other broken branches back to a suitable pruning position. Crown lift and shorten back long low limb on southwest side, pruning back to a suitable side branch by approximately 1-3m as necessary. (DR)
- DEFERRED:** Awaiting the Tree Officer's revised report
- b)** 25/1166/TCA Mrs Jones 2 Sid Bank, Sid Lane, Sidmouth, EX10 9AW.  
Salcombe Regis  
Ward  
T1, Spruce: dismantle to ground level. (DR)
- NOTED**
- c)** 25/1112/TCA Gorseway, Ashbrook, Bickwell Valley, Sidmouth, EX10 8SQ.  
South Ward  
T1: Monterey Cypress - fell. (DR)
- NOTED**
- 50 Tree Preservation Orders**  
Applications relating to Trees protected by a Tree Preservation Order.

- |    |                             |                 |   |
|----|-----------------------------|-----------------|---|
| a) | 25/1118/TRE<br>Sidford Ward | Amanda<br>Green | 48 Sidford Road, Sidmouth, Devon, EX10 9LP.<br>T1, Atlas Cedar: reduce width and height by 1.5m, maximum pruning cuts of no more than 60mm. |
|    |                             |                 | <b>DEFERRED:</b> Awaiting the Tree Officer's report   |

**51 Appeals**

None received

**52 Unsupported decisions**

- |    |                             |                       |  |
|----|-----------------------------|-----------------------|--|
| a) | 24/2417/FUL<br>Sidbury Ward | Mr Phillip<br>Wallace | Myrtle Farm, Fore Street, Sidbury, Sidmouth, EX10 0RS.<br>Erection of 2 no. sheds. |
|    |                             |                       | <b>STC:</b> NO OBJECTIONS <b>EDDC:</b> REFUSED                                     |

**53 Enforcement Letters**

None received.

**54 New East Devon Local Plan**

Nothing further to report as the Strategic Planning Committee had not met.

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

**SIDMOUTH TOWN COUNCIL**  
**Minutes of the Meeting of the Planning Committee**  
**held at the Council Chamber, Woolcombe House, Sidmouth,**  
**on Wednesday 16 July 2025 at 10.00am**

Councillors present: Kelvin Dent (Chair)  
 Rachel Perram (Vice Chair)  
 Chris Lockyear  
 John Loudoun  
 Hilary Nelson  
 Edward Willis Fleming

Apologies: Cllr Jo Dodds  
 Cllr John Nicholson

The meeting started at 10.00 am and finished at 11.30 am

**55 Declarations of Interest**

Name	Item / Reference	Type	Action Taken	Details of Interest
All Councillors	25/1298/TRE South Ward	Personal	Remained in the meeting, awaiting the Tree Officers report	Members of Sidmouth Town Council
Cllr Edward Willis Fleming	25/1339/FUL South Ward	Personal	Left the meeting for this item	Architect for the applicant
Councillor John Loudoun	25/1290/FUL South Ward	Personal	Remained in the meeting and voted	Member of the Applicant Council

**56 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.

**57 Minutes**

The minutes of the meeting of the Planning Committee held on Wednesday 25 June 2025 were signed as a true and accurate record.

**58 Urgent items**

None received

**59 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>60</b> | 25/1423/FUL<br>Salcombe Regis<br>Ward | Mr & Mrs<br>Webb | Langton, Salcombe Hill Road, Sidmouth, EX10 8JR.<br>Demolition of small single storey extension and construction of a new larger single-storey rear extension and replacement of 2 existing detached garages. |
|-----------|---------------------------------------|------------------|---|

**NO OBJECTIONS**

- |           |                             |              |   |
|-----------|-----------------------------|--------------|---|
| <b>61</b> | 25/1188/LBC<br>Sidbury Ward | Mr R Mansell | 73 Chapel Street, Sidbury, Sidmouth, EX10 0RQ.<br>Various works to include: replacement of concrete floor in living room with limecrete flooring; French drain to front of property; replacement of cement render to front and rear with lime-based render; replace 1 no. window on first floor rear elevation and replaster walls and ceilings in rooms as required. |
|-----------|-----------------------------|--------------|---|

**NO OBJECTIONS:** Subject to the views of the Conservation Officers.

- |           |                             |                    |  |
|-----------|-----------------------------|--------------------|--|
| <b>62</b> | 25/0607/FUL<br>Sidford Ward | Kate<br>Windjammer | Old Steam Laundry, Laundry Lane, Sidford.<br>Retrospective change of use of land, construction of gravelled hard standing and proposed construction of storage building. |
|-----------|-----------------------------|--------------------|--|

**DEFERRED:** Members required more information about the application, particularly regarding the justification for the proposal given that the building works were nearly completed, and clarification on the size of the storage building.

- |           |                           |   |  |
|-----------|---------------------------|---|--|
| <b>63</b> | 25/1290/FUL<br>South Ward | Mr Simon<br>Allchurch<br>(East<br>Devon<br>District<br>Council) | Beach Hut Sites East End and West End (Jacobs Ladder)<br>The Esplanade Sidmouth Jacobs Ladder, Sidmouth - Beach Huts Replacement Scheme. |
|-----------|---------------------------|---|--|

**SUPPORT:**

The principle of replacing the beach huts and welcomed the proposed pitch rooves. However, Members had a number of reservations regarding the proposed design. The porthole windows were thought to be unattractive and reminiscent of public conveniences and Members would prefer the gables to be glazed instead. Stable doors would also be preferred. With regard to colour, Members suggested light grey or duck egg blue with white framework. Other suggestions from the Committee included the use of 316-grade marine steel, in view of the coastal environment, and for the Applicant to request a 10-year guarantee.

- |           |                           |                     |  |
|-----------|---------------------------|---------------------|--|
| <b>64</b> | 25/1339/FUL<br>South Ward | Mr and Mrs<br>Boyes | Bickwell Brook, Bickwell Valley, Sidmouth, EX10 8SQ.<br>Rear flat roof extension and covered area to garage. |
|-----------|---------------------------|---------------------|--|

- |           |                                    |
|-----------|------------------------------------|
| <b>65</b> | <b>Trees in Conservation Areas</b> |
|-----------|------------------------------------|

- a) 25/1333/TCA Lawn End, Elysian Fields, Sidmouth, Devon, EX10 8UH.  
South Ward T1, Magnolia: (dbh 300mm), up to 1m maximum pruning cuts of no more than 65mm (repeat of works 4 years-ago).(DR)

**NOTED**

- b) 25/1112/TCA Gorseway, Ashbrook, Bickwell Valley, Sidmouth, EX10 8SQ.  
South Ward T1: Monterey Cypress - fell.

**NOTED**

## 66 Tree Preservation Orders

Applications relating to Trees protected by a Tree Preservation Order.

- a) 25/1405/TRE Mr Julian 98 Woolbrook Road, Sidmouth, Devon, EX10 9XD.  
North Ward Hofmann Ginkgo Biloba: restore the tree to a conical shape, lopping approximately 6-8m of upward regrowth. Thinning out of branch clutter and deadwood within the crown, along with a canopy reduction of 20-25% of the current crown mass, creating a balanced and natural appearance.

**DEFERRED:** Awaiting the Tree Officer's report

- b) 25/1117/TRE Mr and Mrs 1 Sidleigh, Sid Road, Sidmouth, Devon, EX10 9DE.  
Salcombe Regis Charnock T1: Monterey Cypress - remove lower limb on west side of trunk and remove other broken branches back to a suitable pruning position. Crown lift and shorten back long low limb on south west side, pruning back to a suitable side branch by approximately 1-3m as necessary.(DR)

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

- c) 25/1118/TRE Amanda 48 Sidford Road, Sidmouth, Devon, EX10 9LP.  
Sidford Ward Green T1, Atlas Cedar : reduce width and height by 1.5m, maximum pruning cuts of no more than 60mm. (DR)

**SPLIT DECISION:** as recommended by the Arboricultural Officer.

- d) 25/1446/TRE Mr Dolan 3 Packhorse Close, Sidford, Devon, EX10 9RR.  
Sidford Ward T1: Holly - dismantle in stages to near ground level and treat to prevent regrowth.

**DEFERRED:** Awaiting the Tree Officer's report

- e) 25/1298/TRE Sidmouth Council Offices, Knowle, Sidmouth, Devon, EX10 8HL.  
South Ward Town Council 1972, Red Oak : reduce two of the longest branches at the end of secondary, lowest, primary branch , to east, by 2-3m,

making pruning cuts up to 50mm in diameter. 1980, Atlas Cedar : reduce to standing dead stem at 8-10m. 1974, Lime : crown reduction, reducing height by 5-6m and lateral spread by 3m, making.

**DEFERRED:** Awaiting the Tree Officer's report

**67 Appeals**

None received

**68 Unsupported decisions**

None received

**69 Enforcement Letters**

None received.

**70 New East Devon Local Plan**

A report of the recent Regulation 19 consultation has now been published. There were a number of responses in relation to proposals in Sidmouth and Sidbury.

Sid\_01 Land at Woolbrook Road. The Developer asked for the number of houses to be increased from 127 to around 160 and there was a separate request for the allocation to be removed.

Sidm\_06a Land west of Two Bridges Road. There was a request for the allocation to be removed.

Sidm\_31 Land west of Burscombe Lane / west of Windsor Mead. There was a request for the allocation to be removed.

Sidm\_34 Land south of Furzehill. There was a request for wording clarification to ensure that development would be limited on the upper slopes and a separate request for the allocation to be removed.

No decisions have yet been made by the Strategic Planning Committee and a further Regulation 19 consultation is proposed.

**71 Display of Signs and Banners on East Devon District Council Property**

Sidmouth Town Council, at its meeting on 7th April 2025, asked the Planning Committee to consider a request by the District Council for recommendations regarding the display of signs and banners on the District Council's own property. The Planning Committee was asked to report back to a future full meeting of the Town Council after considering the matter.

District Council properties particularly used for displaying signs and banners comprise the railings along the Esplanade and the fence in front of the pitch and putt course at the Three-Cornered Plot. Members were aware that there had been a proliferation of signs and banners in these locations. They did not feel that these locations, which are situated within a Conservation Area, are suitable for advertising. There was also concern that the display of signs which are properly authorized can give rise to unauthorized flyposting. It was felt that if EDDC were to limit banners to a particular size or to certain events or festivals they would have a difficult job deciding on applications. However, Members were also mindful of the fact that a number of the banners advertise public festivals and events, including smaller public events, which contribute to the vitality of the town for visitors and residents alike and whose success depends upon their events being promoted.

Several alternative means of advertising events were therefore considered e.g. using the catenary wires above the street, hanging banners from lamp-posts, a public noticeboard and a permanent display by the entrance routes to Sidmouth to advertise future events similar to the display at

Westpoint.

**RECOMMENDED:** that the Council responds to East Devon District Council requesting them not to allow the display of any signs and banners on District Council property in Sidmouth and to investigate alternative means of advertising public festivals and events in ways which would not adversely affect a Conservation Area.

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

**SIDMOUTH TOWN COUNCIL**  
**Minutes of Sidmouth Town Council's**  
**Environment Committee held in the Council Chamber,**  
**Woolcombe House, Woolcombe Lane, Sidmouth**  
**on Monday 14 July 2025 at 6.30pm**

Councillors: Ian Barlow (Chair)  
Stephen Blakeway  
Bernie Davis  
Kelvin Dent  
Paul Dodds  
Mike Goodman  
Chris Lockyear  
Rachel Perram  
Kevin Walker (Vice Chair)

Invited Reps:

Ed Dolphin	(Sidmouth Arboretum)
Jon Ball	(Sidmouth Arboretum)
Diana East	(Sidmouth Arboretum)
Jan Metcalf	(River Sid Project)
Charles Sinclair	(River Sid Project)
Lyndsay Hooper	(River Sid Project)
Dave Bramley	(CAPS)
Denise Molyneux	(Chamber of Commerce)
Hannah Loxton	(Sidmouth Library)

Apologies: Cllr Hillary Nelson

The meeting started at 6.30pm and finished at 8.30pm

**PART 'A'**

**90 Minutes**

The minutes of the Environment Working Group meetings held on Monday 14 April 2025, were agreed as a true record, and signed.

**91 Declarations of Interest**

Name	Item Number	Type	Action Taken	Details
Cllr Chris Lockyear	All items	Personal	Remained in the Meeting during discussion and voting	Member of Sidmouth Biodiversity Group Member of Sidmouth Arboretum
Cllr Ian Barlow	All items	Personal	Remained in the Meeting during	Member of Sidmouth Biodiversity Group Member of Sidmouth Arboretum

			discussion and voting	
Cllr Kelvin Dent	95.1 95.2	Personal	Remained in the Meeting during discussion and voting	Resident of Knowle Drive

## 92 **Matters of Urgency and Report**

None reported.

## 93 **Budget**

Members considered the 2026/2027 budget. It was agreed that the next Environment Committee meeting would be bought forward to the end of September, to allow for the new budget. This should be agreed at the next Council meeting.

The Committee also took the opportunity to thank Cllr Stephen Blakeway for serving as Vice Chair and particularly his work on the new Environment Committee policy.

## 94 **Engagement**

- 94.1 Councillor Bernie Davis gave an update on the trial of the Eco Hub in Sidmouth and responded to questions from Members regarding the report. The Committee discussed the Eco Hub as a flexible and adaptable initiative that had the potential to be replicated in other areas, as it promoted community cohesion.

Hannah Loxton from Sidmouth Library expressed that the library had been very keen to continue its involvement with the Eco Hub. She noted that the project had helped the public to recognise the library as more than just a traditional lending space. The library planned to move forward by incorporating directories as part of the initiative.

Members also noted that the Eco Hub had clear links with the Council's new Environment Policy. The Committee congratulated Cllr Davis on the continuing success of the project.

- 94.2 The Committee considered the report from Councillor Kevin Walker on the levels of support for volunteer recruitment for environmental groups in the Sid Valley.

It was noted that an interactive web page would help by providing a facility to request specific skills and volunteers needed in Sidmouth. This would allow people to easily find out where they could volunteer, what was needed, or if there was anything that matched their skill set.

**RESOLVED:** A budget of up to £1,000 was approved to proceed.

- 94.3 The Committee noted the report from the Vision Group Sidmouth which outlined the current state of its projects. The Chair thanked all the Environmental Groups and applauded their success.

## 95 **Built Environment**

- 95.1 The Committee noted the Knowle Parkland Bramble Management report from Ed Dolphin.

**RESOLVED:** The Town Clerk had agreed the necessary work with the contractor for cutting and removing the bramble in the autumn.

- 95.2 Councillor Kevin Walker updated the Committee about the ongoing work by the Friends of the Knowle. The Chair gave thanks to the Members and Volunteers on their significant improvement of the gardens.

95.3 Cllr Rachel Perram reported on behalf of the Sidmouth Plastic Warriors regarding ‘Operation Butt Bins 2025’. Significant numbers of cigarette butts had been collected during each clean-up, with many found in drains, posing a particular concern for Sidmouth as they lead directly to the sea. The issue was notably worse in the summer months.

Plastic Warriors had begun trialling portable ashtrays and could fund new butt bins but required volunteers or Council support to empty them monthly. Improved signage for existing bins was also suggested.

**RESOLVED:** That Sidmouth Town Council would investigate allocating resources emptying butt bins, subject to receiving the necessary permissions from East Devon District Council (EDDC) and Devon County Council for mounting spaces and reception of the waste material. The Committee expressed full support for the initiative.

95.4 Cllr Paul Dodds presented a PowerPoint presentation to the Committee outlining the work undertaken to improve the roads in Sidmouth. It was reported that repairing a pothole cost Sidmouth Town Council approximately £6–£8, compared to £180 when carried out by Devon County Council. Cllr Dodds was nearing completion of his Chapter 8 training and anticipated being able to carry out more repairs independently. The Committee thanked Cllr Dodds for his efforts and acknowledged the significant positive impact his work had made in Sidmouth.

95.5 The Chair gave a report on a proposed initiative to plant trees within the built environment in Sidmouth and outlined possible next steps.

The Chair had been working alongside Cllr Willis Fleming with the It was noted that approval from Devon County Council would be required. Mapping would be undertaken to identify the location of underground services at potential planting sites. This initiative was recognised as a new challenge for Sidmouth Arboretum, which would need to determine suitable planting methods for each location—ensuring the right tree was planted in the right place at the right cost.

**RESOLVED:** that the Council working with Sidmouth Arboretum, aims towards the planting of 250 trees in urban areas over the next three year period.

## 96 **Natural Environment**

96.1 Charles Sinclair and Lyndsay Hooper (River Sid Project) received questions regarding the report from the River Sid Catchment Group about displaying an interchangeable, informative sign at School Weir. They discussed the different stages of the project, which would involve one location and three boards.

**RESOLVED:** It was confirmed that East Devon District Council owned that section of The Byes. The Town Clerk was instructed to write a letter of support on behalf of Sidmouth Town Council. A grant of up to £250 was approved towards the project.

96.2 Ed Dolphin from The Sidmouth Arboretum updated the Committee on the recent Tree Survey. There had been a significant increase in young trees with Sidmouth’s canopy cover being 25% under trees and shrubs.

96.3 After considering the proposal from the Sid Valley Biodiversity Group for the implementation of an Early Detection Rapid Response protocol, it was decided that although the Committee supported the concept, more information was required.

## 97 **Date of Next Meeting**

Members confirmed their preferred date for the next meeting as Monday 29 September 2025.

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CHAIR OF THE ENVIRONMENT COMMITTEE

**Sidmouth Town Council - Detailed Income and Expenditure Report**

**Month 3 - June 2025**

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
<b><u>Council Services</u></b>					
Youth Service Support	0	12,499	54,000	41,501	0
Flower Beds, Planters & Watering	0	1,930	20,000	18,070	0
Christmas Lighting & Events	0	0	17,500	17,500	0
Donation to Christmas Lighting (Income)	0	0	-1,750	-1,750	0
Tourism Promotion	10,994	11,216	50,000	38,784	0
Tourism Promotion Income	-510	-1,269	-15,000	-13,731	0
Verge Cutting, Town Maintenance & Weeding	2,084	6,972	26,000	19,028	0
Verge Cutting DCC Grant (Income)	0	0	-5,100	-5,100	0
Street Furniture	0	0	2,000	2,000	0
Sidmouth Information Centre	15,000	15,000	44,000	29,000	0
Water Fountains & Defib Mtce	175	431	3,000	2,569	0
Dog Hygiene Bins	0	0	2,000	2,000	0
War Memorials	0	0	500	500	0
Parish Paths Partnership Payments	0	123	0	-123	0
Parish Paths Partnership (Income)	0	0	0	0	0
	<b>£27,743</b>	<b>£46,902</b>	<b>£197,150</b>	<b>£150,248</b>	<b>£0</b>
<b><u>Discretionary Expenditure</u></b>					
Festival and Events Grant	-5,000	56,700	56,700	0	0
Special Funding Support	0	31,500	31,500	0	0
Community Small Grants	0	19,280	19,030	-250	0
Sidmouth Regatta	0	8,638	22,000	13,362	0
Donation to Sidmouth Regatta (Income)	-500	-3,350	-10,000	-6,650	0
Environment Committee	250	2,776	4,000	1,224	0
Donation to use of Marquee (Income)	0	0	0	0	0
Community Projects	0	0	0	0	0
Community Infrastructure Levy Payments	0	0	0	0	0
Community Infrastructure Levy (Income)	0	-1,261	0	1,261	0
Rayson Bequest - Fireworks/Light Displays	0	1,250	0	-1,250	0
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>-£5,250</b>	<b>£115,533</b>	<b>£123,230</b>	<b>£7,697</b>	<b>£0</b>

	Current Month	Year to Date	Annual Budget	Balance	EMReserves
<b><u>Woolcombe House</u></b>					
Services Gas/Water/Elec	938	1,072	8,500	7,428	0
Woolcombe House Business Rate	0	5,184	10,500	5,316	0
Woolcombe House (Loan Interest&Repayment)	7,444	7,444	14,890	7,446	0
Woolcombe House-General Maintenance	399	726	10,000	9,274	0
	<b>£8,781</b>	<b>£14,426</b>	<b>£43,890</b>	<b>£29,464</b>	<b>£0</b>
<b><u>Other Property</u></b>					
Alma Lane Field	0	0	500	500	0
Youth Premises Provision	1,570	1,570	62,000	60,430	0
Manstone Sports and Play Areas	765	1,039	3,000	1,961	0
Long Park & Play Area	103	309	3,000	2,691	0
Long Park Public Conveniences	1,340	2,864	45,000	42,136	0
The Arches	1,410	2,899	35,000	32,101	0
Arches Public Conveniences servicing	0	2,101	20,000	17,899	0
The Arches East (Income)	-6,752	-7,087	-28,000	-20,913	0
Conservatory Maintenance	0	132	2,000	1,868	0
Knowle Parkland & Amphitheatre	1,600	5,650	15,000	9,350	0
Knowle Parkland & Amphitheatre (Income)	0	0	0	0	0
Stowford Community Centre	0	0	0	0	0
Fire Beacon Nature Reserve	0	0	0	0	0
Fire Beacon Nature Reserve (Income)	0	0	0	0	0
Sidmouth Golf Club (Income)	0	-5	-5	0	0
Elec Pole Rent (Income)	0	-40	-40	0	0
	<b>£36</b>	<b>£9,432</b>	<b>£157,455</b>	<b>£148,023</b>	<b>£0</b>
<b><u>Trust Property</u></b>					
<b><u>The Ham</u></b>					
The Ham Ground Mtce	133	399	2,000	1,601	0
The Ham Other Mtce	0	872	10,000	9,128	0
The Ham Play Equipment	0	0	2,000	2,000	0
The Ham Utility Building	0	0	20,000	20,000	0
The Ham 3Phase Power	296	583	6,000	5,417	0
The Ham Rent (Income)	-7,002	-8,502	-11,000	-2,498	0
<b><u>Manstone</u></b>					
Manstone Land Ground Mtce	73	219	900	681	0
Manstone Other Maintenance	0	0	1,600	1,600	0
Manstone Rent (Income)	-345	-345	-1,640	-1,295	0
<b><u>Salcombe Regis</u></b>					
S.R. Allotment Field	0	0	0	0	0
S.R. Recreation Field	-670	-693	0	693	0
S.R. Recreation Field Rent (Income)	0	0	-670	-670	0
	<b>-£7,515</b>	<b>-£7,467</b>	<b>£29,190</b>	<b>£36,657</b>	<b>£0</b>

# Sidmouth Town Council - Detailed Income and Expenditure Report

Month 3 - June 2025

	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	6,049	6,149	7,400	1,251	0
Chair's Expenses	0	0	2,000	2,000	0
Members Expenses/Training	0	0	1,000	1,000	0
Elections	0	0	1,000	1,000	0
Civic & Hospitality	100	113	1,000	887	0
Civic Regalia	0	0	1,000	1,000	0
	<b>£6,149</b>	<b>£6,262</b>	<b>£13,400</b>	<b>£7,138</b>	<b>£0</b>
<b><u>Staff</u></b>					
Salaries	12,230	39,725	160,000	120,275	0
Pensions	2,400	7,812	32,500	24,688	0
Staff Eye Tests	0	0	100	100	0
Training & Conferences	110	110	500	390	0
Officers Expenses	0	176	500	324	0
	<b>£14,740</b>	<b>£47,823</b>	<b>£193,600</b>	<b>£145,777</b>	<b>£0</b>
<b><u>Office Expenses</u></b>					
Postage	0	0	500	500	0
Stationery	304	564	1,500	936	0
Telephone	0	1,057	5,500	4,443	0
Subscriptions	0	2,886	3,000	114	0
Photocopier	0	174	800	626	0
Internet, website and webcams	705	2,205	6,000	3,795	0
I.T. Software Contracts	435	1,382	4,500	3,118	0
I.T. Maintenance Support	0	0	6,000	6,000	0
Advertisements	0	0	1,000	1,000	0
Audit	0	400	2,500	2,100	0
Insurance	0	0	7,500	7,500	0
Sundry	25	34	1,000	966	0
Bank Charges	12	34	300	266	0
Bank Interest Received (Income)	-5,278	-5,278	-20,000	-14,722	0
	<b>-£3,797</b>	<b>£3,458</b>	<b>£20,100</b>	<b>£16,642</b>	<b>£0</b>

**Month 3 - June 2025**

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
<b>Expense Group Totals</b>					
Council Services	27,743	46,902	197,150	150,248	0
Discretionary Expenditure	-5,250	115,533	123,230	7,697	0
Woolcombe House	8,781	14,426	43,890	29,464	0
Other Freehold Property	36	9,432	157,455	148,023	0
Trust Property	-7,515	-7,467	29,190	36,657	0
Members	6,149	6,262	13,400	7,138	0
Staff	14,740	47,823	193,600	145,777	0
Office Expenses	-3,797	3,458	20,100	16,642	0
Precept Received	0	-389,008	-778,015	-389,008	
<b>Net Income over Expenditure</b>	<b>£40,888</b>	<b>-£152,638</b>	<b>£0</b>	<b>£152,638</b>	<b>£0</b>
<b>Current/Deposit Bank Accounts</b>		£1,324,271			
of which:					
<b>Woolley Bequest</b>		£2,963			
<b>Rayson Bequest Fireworks/Light Displays</b>		£59,410			
<b>Rayson Bequest Natural/Sidmouth History</b>		£65,709			
<b>Rayson Bequest Party/Celebrations</b>		£64,208			
<b>Earmarked Reserves</b>		£756,363			
<b>General Reserve at 1Apr25</b>		£227,674			
<b>Balance of Precept held</b>		£152,638			
<b>Control accounts</b>		-£7,068			