



SIDMOUTH TOWN COUNCIL

WOOLCOMBE HOUSE
WOOLCOMBE LANE
SIDMOUTH
DEVON
EX10 9BB

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To: All Members of the Town Council
Town Clerk

30 Sept 2025

For information:

District Councillor for Sidmouth
County Councillor for Sidmouth

Dear Sir/Madam,

Meeting of Sidmouth Town Council Monday 6 October 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'

Page/s

- | | | |
|---|---|-----|
| 1 | Apologies
To receive any apologies for absence. | |
| 2 | Minutes
To confirm the minutes of the Town Council meeting held on Monday 1 September 2025. | 4-6 |
| 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 is one item 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**
- | | |
|--|-------|
| <u>8.1 Planning Committee</u> | 7-15 |
| To receive the report of the Planning Committee meeting held on Wednesday 3 and 24 September 2025. | |
| <u>8.2 Tourism and Economy Committee</u> | 16-18 |
| To receive an update from the Tourism and Economy Committee | |
| <u>8.3 Environment Committee</u> | |
| To receive an update from the Environment Committee | |
| <u>8.4 Council Resources Working Group</u> | |
| To receive an update, if appropriate, from the Chair of the Council Resources Working Group. | |
| <u>8.5 Youth Provision Committee</u> | 19-20 |
| To receive an update, if appropriate, from the Chair of Youth Provision | |
- 9 **Reports from Members with Special Responsibilities**
- | | |
|---|-------|
| <u>9.1 Finance Report</u> | 21-24 |
| To receive the Finance Report for August 2025. | |
| <u>9.2 Other Reports from Members with Special Responsibilities</u> | |
| To receive other notified reports from other Members. | |

10 **Confirmation of Change of Date of Meeting**

On the recommendation of the Town Clerk, to confirm the change of date of the next meeting of the Environment Committee from 14 January 2026 to 8 December 2025 to allow additional time for the formation of the Committee's final budget in line with other Committee timetables.

11 **Exclusion of the Public and Press**

The Vice-Chair 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

12 **Council Community Asset Transfers and Local Government Reorganisation
Recommendations from Resources Working Group**

Members to ratify the guidance of the informal meeting of all Members held on 28 April 2025 and the subsequent recommendations of the Resources Working Group.

Attached
to Cllrs
Agenda

Forthcoming meetings:

Oct	Tues	07 YOUTH PROVISION
	Mon	13 COUNCIL (PRE-BUDGET)
	Wed	15 PLANNING COMMITTEE

SIDMOUTH TOWN COUNCIL
Minutes of the Meeting of Sidmouth Town Council
held in the Council Chamber, Woolcombe House,
Woolcombe Lane, Sidmouth
on Monday 1 September
2025 at 6.30pm

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

The meeting started at 6.30pm and finished at 7.30pm

PART 'A'

27 Declarations of Interest

No Declarations of Interest were received at this meeting.

28 Matters of Urgency or Report from the Chair

No Declarations of Interest were received at this meeting.

29 Exclusion of the Public

RESOLVED: that the classification given to the documents to be submitted to the Council, be confirmed, and that the reports relating to exempt information, be dealt with under Part B

30 Public Open Question Time

No questions were raised at this meeting.

31 Police and Police Advocate Report

Cllr Brown reported that the Police had a quiet August in the area, with minor offending and no serious incidences in the Folk Festival and Regatta period.

RESOLVED: That the report be noted.

32 Committee/Working Group Reports

32.1 Planning Committee Report

Councillor Dent presented the reports of the Planning Committee meeting held on Wednesday 13 August 2025.

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

32.2 Tourism and Economy Committee

Cllr Willis Flemming reported that Sidmouth Regatta had been a great success this year. There had been discussion along with the VGS about creating an incentive for the local shops in Sidmouth to keep the surrounding outside area around their premises attractive, clean and tidy. Members raised their appreciation for the Sidmouth lifeguards this Summer.

It was noted that the standard of cleaning of the toilets, bin emptying and street scene has been exceptional this Summer.

RESOLVED: Members gave thanks to the Chair, Di Byrne, Cllr Ian Barlow and the Town Clerk for their hard work and commitment to making the Regatta a success.

The Chair would write a letter to the Lifeboat expressing the Councils appreciation for the Lifeguard service they have funded and enabled.

The Chair would write to East Devon District Council to express Sidmouth Town Councils gratitude to Street Scene for their conscientiousness.

32.3 Environment Committee Report

Cllr Barlow updated Members on the progress of the River Catchment Group.

32.4 Council Resources Working Group

The Chair of Council reported that no new meetings had taken place recently.

32.5 Youth Provision Committee

Cllr Perram reported about the up-and-coming success of the new Youth Provision project. It would be launching on Tuesday 9 September with open access sessions at Sidmouth International Schools venue. Sessions would be facilitated by the SIS activity leaders with a press release in Sidmouth Herald.

The Youth Provision Committee would be working with Sidmouth college students creating the website which would include the Get Involved Grants.

RESOLVED: The Chair and Members gave great thanks and appreciation to Cllrs Perram and Davis for their hard work and dedication to this project.

33 Reports from Members with Special Responsibilities

7.1 Finance Report

Deputy Finance Officer Cllr John Nicholson presented the July 2025 report.

RESOLVED: That the report be noted.

34 Temporary use of former Manstone Youth Centre Site

Members considered the proposal that Manstone Youth Centre site be used as a temporary parking facility for vehicles accessing the construction site to avoid parking difficulties in the area, making use of the empty site and to provide a limited income that could be reinvested into the Youth Provision.

RESOLVED: That the Chair and Members voted unanimously. The Chair would organise a sign and press release informing the public of the change of use.

35 Exclusion of the Public and Press

RESOLVED: 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'

36 Market Place Building

RESOLVED: That:

1. Cllr Perram, Barlow and the Chair to be thanked for their work in cleaning and putting temporary window covers up.
2. The Town Clerk to further negotiate with East Devon District Council, to ensure access is enabled and the premises are not sat vacant.
3. Delegated authority was given to the Town Clerk to arrange occupancy agreement.

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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 3 September 2025 at 10.00am

Councillors present: Kelvin Dent (Chair)
 Rachel Perram (Vice Chair)
 Jo Dodds
 John Loudoun
 Hilary Nelson
 John Nicholson

Apologies : Chris Lockyear
 Edward Willis Fleming

Also present : Cllr Ian Barlow

The meeting started at 10.00 am and finished at 11.30 am

96 Declarations of Interest

Name	Item / Reference	Type	Action Taken	Details of Interest
All Councillors	25/1463/FUL East Ward	Personal	Remained in the chamber and took part in discussion and voting	Agent was a Town Councillor
Cllr Loudon		Personal	Remained in the chamber and took part in discussion and voting	Members of Sidmouth Town Council
Lucy Whittaker Planning Clerk	25/1539/LBC Salcombe Regis Ward	Personal	Remained in the chamber	Acquainted with applicant

97 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.

98 Minutes

The minutes of the meeting of the Planning Committee held on Wednesday 13 August 2025 were agreed and signed as a true and accurate record.

99 Urgent items

None received

100 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.

101	25/1224/MRES East Ward	Messrs Ford (OG Holdings Retirement Benefit Scheme)	Alexandria Industrial Estate, Station Road, Sidmouth. Reserved matters application in respect of appearance of partial demolition of Block C (Phase 1) pursuant to outline planning permission ref 22/2063/MOUT.
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NO OBJECTION

102	25/1611/FUL East Ward	Mr Paul Turner (Costa Coffee)	The Old Ship, Old Fore Street, Sidmouth, Devon, EX10 8LP. Conversion of the first floor into a self-contained 2-bedroom residential flat with associated internal works only.
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DO NOT SUPPORT:

The Committee noted that the building, which dated back to 1350, was of significant historical value to Sidmouth and retained many original features. Members expressed serious concerns that the proposed conversion would risk diminishing the historical narrative of the property and emphasised the importance of preserving the integrity of the space. They considered that the building should have remained commercial and whole, rather than subdivided.

Members also felt that the external staircase was dangerous and inadequate, and they believed that use of the space for domestic purposes could have constituted a fire hazard. They looked forward to receiving the views of the Conservation Officer.

103	25/1463/FUL East Ward	Mr Tony Hillier	4 Counters Court, Mill Street, Sidmouth, Devon, EX10 8DW. Retrospective planning permission for hard landscaping works and the erection of a detached bicycle shed clad in cedar. Proposal also includes an increase in the height of the boundary wall, finished in matching cedar cladding and the erection of timber fencing and access gate serving the rear courtyard access.
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NO OBJECTIONS: subject to the views of the Conservation Officer.

Note: Members requested that the measurements of the extension be checked against the plans.

104	25/0998/VAR North Ward	South West Norse	Sidmouth C Of E Primary School, Manstone Avenue, Sidmouth, Devon, EX10 9TJ. Variation of conditions 2 and 7 of planning consent 21/0781/MFUL to facilitate alternative drainage scheme.
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NO OBJECTIONS

105	25/1603/VAR Salcombe Regis Ward	Chris Shrubb	Strathallan, Sid Lane, Sidmouth, Devon, EX10 9AW. Variation of condition 1 (approved plans) on planning permission 24/1754/FUL (Two storey extensions to the North and South elevations and the addition of a porch) proposed changes in fenestration, to the porch canopy and gable on north elevation.
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DO NOT SUPPORT:

Members had wished to see the previous design applied, retaining the gable pediment and full-length porch. The revised design was considered not to be in keeping with the character of the area and surrounding

properties. It was therefore deemed contrary to Policy 7 of the Sid Valley Neighbourhood Plan (Local Distinctiveness).

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| 106 | 25/1539/LBC
Salcombe Regis
Ward | Miss Hannah
Jones | 2 Sid Bank, Sid Lane, Sidmouth, Devon, EX10 9AW.
Construct partition wall to create 2no. bedrooms at first floor. |
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NO OBJECTIONS: Subject to the views of the Conservation Officer.

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| 107 | 25/1458/FUL
Sidbury Ward | Mr Jon
Simpson | Chineway, Farm Putts Corner, Sidbury, Sidmouth, EX10 0QQ.
Proposed associated operational development to convert the existing barn to a hotel/guest house (use class C1) following grant of prior approval under application 25/0169/PDR under Class R. |
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NO OBSERVATIONS

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|------------|-----------------------------|--------------------|--|
| 108 | 25/1003/LBC
Sidbury Ward | Mr & Mrs
Hedley | Springfield Farm, Sidbury, Devon, EX10 0QJ.
Demolish 2no single-storey side & rear extensions, construction of a new single storey extension with associated works, insertion of 2 no. windows (one on ground floor, one on first floor) Internal room layout changes, removal of second staircase, insertion of a sun tube on first floor. |
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NO OBJECTIONS: Subject to the views of the Conservation Officer.

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| 109 | 25/1002/FUL
Sidbury Ward | Mr & Mrs
Hedley | Springfield Farm, Sidbury, Devon, EX10 0QJ.
Demolish 2no single-storey side & rear extensions, construction of a new single storey extension with associated works, insertion of 2 no. windows (one on ground floor, one on first floor) Internal room layout changes, removal of second staircase, insertion of a sun tube on first floor. |
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NO OBJECTIONS: Subject to the views of the Conservation Officer.

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| 110 | 25/1086/FUL
Sidford Ward | Dr E Morris | Trenoweth, Coreway, Sidford, Sidmouth, EX10 9SE.
Enlargement of porch and dormers on south elevation, first floor extension and single storey ground floor extension on rear north elevation and alterations to roof. |
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NO OBSERVATIONS

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|------------|---------------------------|----------------------------------|---|
| 111 | 25/1532/LBC
South Ward | Mr S Kussman
and Mr G
Ward | Magnolia Cottage, Littlecourt House, Seafeld Road, Sidmouth, Devon, EX10 8HF.
Internal alterations to Magnolia Cottage: remove wall to create 1no. |
|------------|---------------------------|----------------------------------|---|

large bedroom; removal of existing en-suite walls and construct new to create larger ensuite; block up door from landing.

NO OBJECTIONS: Subject to the views of the Conservation Officer.

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| 112 | 25/1742/FUL
South Ward | Patrick
Murphy | Silver Howe, Boughmore Road, Sidmouth, Devon, EX10 8SH.
Construction of a carport with hobby room above; alterations to fenestration on main dwelling and widening of access |
|------------|---------------------------|-------------------|---|

SPLIT DECISION:

NO OBJECTION to the alterations to fenestration and widening of access.

DO NOT SUPPORT the proposed location of the carport and hobby room, as members considered it detracted from and unbalanced the view of the main house. They also felt that the proposed entrance gate should have echoed the original gates in order to remain in keeping with the street scene and therefore comply with Policy 7 of the Sid Valley Neighbourhood Plan (Local Distinctiveness).

113 Trees in Conservation Areas

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|-----------|---------------------------|-------------------|---|
| a) | 25/1559/TCA
South Ward | Mr Roger
Flynn | Long Orchard, Elysian Fields, Sidmouth, Devon, EX10 8UH.
G1: Hedge of Holly / Laurel / Sycamore / Holm Oak / Sweet Chestnut / Hazel - trim/cut back around house, cottage and garage to achieve approximately 1.5m clearance. Anticipated cut size of 20mm. G2: Hedge of Holly / Laurel / Sycamore / Horse Chestnut / Hawthorn / Sweet Chestnut / Hazel / Leylandii - trim. Anticipated cut size of 20mm. T1, Holly: remove (dead). T2, Horse Chestnut (adjacent to road): crown lift and remove deadwood to achieve highway clearance of approx. 5.2m. G3, Ash: fell (dead); Hazel: coppice; Bay: crown lift and pin back. (DR) |
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NOTED

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| b) | 25/1600/TCA
South Ward | | Bickwell Brook, Bickwell Valley, Sidmouth, Devon, EX10 8SQ.
T1, T2: Limes - repollard to historic pruning points. T3: Windmill palm - fell. T4: Magnolia - reduce height and width by up to 1.5m. T5: Acacia - reduce by up to 1m in height and width. (DR) |
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NOTED

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| c) | 25/1594/TCA
South Ward | | Bickwell Cottage, Bickwell Valley, Sidmouth, Devon, EX10 8SQ.
T1 Magnolia: reduce crown spread to north and west by 2-3m, removing whole branch sections back to an appropriate fork. Reduce crown spread on all other sides by 1-1.5m, shortening and thinning of foliage which have developed since previous pruning intervention. Remove vertically growing reiterated stems. T3 - Lawson cypress: fell. T7 - Monterey cypress: fell. (DR) |
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NOTED

- d) 25/1533/TCA Woodrising, Bickwell Valley, Sidmouth, Devon, EX10 8RF.
South Ward T1: Cherry - 3m crown reduction.(DR)

DEFERRED: Awaiting Officers Report

114 Tree Preservation Orders

Applications relating to Trees protected by a Tree Preservation Order.

- a) 25/1450/TRE Mr Luke Hyson Balfour Manor, Station Road, Sidmouth, Devon, EX10 8XW.
South Ward T722: Holm oak - re-coppice approx. 15 stems. (DR)

AGREED: As recommended by the Arboricultural Officer.

115 Appeals

None received

116 Unsupported decisions

None received

117 Enforcement Letters

None received.

118 New East Devon Local Plan

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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 24 September 2025 at 10.00am

Councillors present: Kelvin Dent (Chair)
Rachel Perram (Vice Chair)
Jo Dodds
Hilary Nelson
John Nicholson

Apologies: Chris Lockyear
John Loudoun
Edward Willis Fleming

Also present : Cllr Ian Barlow

The meeting started at 10.00 am and finished at 11.15 am

119 Declarations of Interest

Name	Item / Reference	Type	Action Taken	Details of Interest
Cllr Rachel Perram	25/1517/FUL South Ward	Personal	Remained in the chamber and voted.	Acquainted with applicant
Cllr Kelvin Dent	25/1853/TCA South Ward	Personal	Remained in the chamber and voted	Acquainted with applicant
	25/1628/FUL South Ward	Personal	Remained in the chamber and voted	Member of Sampson Society

120 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.

121 Minutes

The minutes of the meeting of the Planning Committee held on Wednesday 3 September 2025 were agreed and signed as a true and accurate record.

122 Urgent items

None received

123 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 with minute 230 of Council, 19 April 2021 and with schedule 16 of the Local Government Act 1972.

124	25/1361/FUL East Ward	Dr Nick Davey	10 Bedford Flats, Station Road, Sidmouth, EX10 8NP. Removal of rear Velux rooflight, alterations to rear dormer and installation of 3 conservation Velux rooflights.
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NO OBJECTIONS

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| 125 | 25/1812/CPE
Sidbury Ward | Mr Travis | Capricorns, Wolverleigh Farm, Sidbury, Sidmouth, EX10 0QH.
Certificate of existing lawfulness for the construction and occupation of a dwelling built in 2003 and continuously occupied by the same inhabitants until March 2025. |
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NO OBSERVATIONS

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|------------|---------------------------|--------------------|--|
| 126 | 25/1628/FUL
South Ward | Mr & Mrs
Morgan | Meadow Lea, Boughmore Road, Sidmouth, Devon, EX10 8SH.
Demolition of existing garage, Construction of a 4-bed detached dwelling with garage, parking and associated infrastructure. |
|------------|---------------------------|--------------------|--|

OBJECT:

Members were concerned that the proposal did not enhance or preserve the Conservation Area, the character of which generally comprises large houses on large plots. The design was also considered not to be in keeping with the surrounding properties including a number of "Sampson" houses and was therefore deemed contrary to Policy 7 of the Sid Valley Neighbourhood Plan (Local Distinctiveness).

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| 127 | 25/1742/FUL
South Ward | Patrick
Murphy | Silver Howe, Boughmore Road, Sidmouth, Devon, EX10 8SH.
Construction of a carport with hobby room above; alterations to fenestration on main dwelling and widening of access. |
|------------|---------------------------|-------------------|--|

DO NOT SUPPORT Members maintained their concerns over the proposed location of the carport and hobby room, as they considered it detracted from the house. They also repeated their wish to retain the original design of the gates which are a feature of the street scene. The replacement gates would not comply with Policy 7 of the Sid Valley Neighbourhood Plan (Local Distinctiveness).

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| 128 | 25/1445/FUL
South Ward | Mr R
Passmore | 11 Convent Fields, Sidmouth, Devon, EX10 8QR.
First floor extension, additional ground floor entrance and internal remodelling to form independent (supported) living accommodation, plus widening of existing hardstanding to front and upgrading patio to south east. |
|------------|---------------------------|------------------|--|

NO OBJECTIONS:

Members had concerns about the erection of the summer house indicated on figure 18 on the proposed plans and elevations due to the close proximity to the stream and stability of the ground and the risk of flooding.

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| 129 | 25/1517/FUL
South Ward | Mr A Fish and
Mrs J
Hopwood | 71 Temple Street, Sidmouth, EX10 9BQ.
Proposed change of use of ground floor shop area to flat incorporating existing redundant ground floor living accommodation with alterations to the front elevation. |
|------------|---------------------------|-----------------------------------|---|

NO OBJECTIONS

130 Trees in Conservation Areas

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|-----------|---------------------------------------|--|
| a) | 25/1678/TCA
Salcombe Regis
Ward | Brooklet Cottage, Hillside Road, Sidmouth, Devon, EX10 8JA.
T1, Eucalyptus: dismantle down to ground level. T2, Pittosporum: dismantle down to ground level. (DR) |
|-----------|---------------------------------------|--|

NOTED

- b)** 25/1804/TCA
South Ward
- Southfield, Bickwell Valley, Sidmouth, Devon, EX10 8SG.
T1: Lime - repollard previous cuts. T2: Magnolia - remove lowest branch and thin the crown. T3: Holly - cut down to fresh new growth on the main stem. T4: Laburnum - remove dead wood and abnormal curling growth. T5 and T6: Silver Birch - remove the two lowest branches on each tree. T7: mixed hedge, mainly Laurel with two small Leylandiis - reduce the height of the hedge from 2.5m to around 1.8m, removing the two Leylandiis to create a uniform continuous Laurel hedge. (DR)

NOTED

- c)** 25/1656/TCA
South Ward
- 6 Sidmount, Station Road, Sidmouth, Devon, EX10 8XU.
T1: Phillyrea: crown reduction of up to 5m (was approved previously in 16/0158/TCA). (DR)

NOTED

- d)** 25/1657/TCA
South Ward
- Skelgill, Broadway, Sidmouth, EX10 8RQ.
Acer: fell. (DR)

NOTED

- e)** 25/1853/TCA
South Ward
- The White Cottage, Cotmaton Road, Sidmouth, Devon, EX10 8QX.
T1, Thuja : fell (dying). T2, Bay : reduce by approximately 3m, to leave a height of approximately 8m.

NOTED

- f)** 25/1715/TCA
South Ward
- Wistaria Cottage, 1 Alma Terrace, Coburg Road, Sidmouth, EX10 8NQ.
Copper Beech: removal of buttress root (possibly with other roots) within 300mm of the tree trunk to level and relay driveway pavers. (DR)

DEFERRED: Awaiting Officer's Report

- g)** 25/1852/TCA
South Ward
- Weston House, Boughmore Road, Sidmouth, Devon, EX10 8SJ.
T1, Bay : shorten side growth by 1-2m. T2, Purple Maple : re-shape by 0.5-1m. T3, Beech in hedge : fell. T4, Lime : reduce spread and height by 2-3m, leaving a height of approximately 14m and a radial spread of approximately 8m. Group 1 six self-sown/suckers of Cornus in hedge : remove to as near ground level as possible. T5, Pittosporum : reduce by approximately 50% to leave a height of approximately 2.5m. T6, Golden Lawson Cypress : fell. T7, Willow : cut back overhang by garage. (DR)

NOTED

131 Tree Preservation Orders

Applications relating to Trees protected by a Tree Preservation Order.

- a) 25/1567/TRE 3 Abbey View, Sidmouth, Devon, EX10 9NG.
Salcombe Regis T1: False Acacia - reduce by approximately 2m and re-shape to leave a
Ward natural form. T2: False Acacia - re-shape by approximately 1m to leave
a natural form. T3: False Acacia - reduce by approximately 2m to leave
a natural form. (DR)

SPLIT DECISION : As recommended by the Arboricultural Officer.

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

REFUSED: As recommended by the Arboricultural Officer.

132 Appeals

None received

133 Unsupported decisions

None received

134 Enforcement Letters

None received.

135 New East Devon Local Plan

Nothing further to update.

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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 10 September 2025 at 6.30pm**

Councillors present: Edward Willis Fleming (Chair)

Ian Barlow

Jo Dodds

Hilary Nelson (Vice Chair)

Kevin Walker

Chris Lockyear

John Loudon

Francetta Bridle

Invited Reps: Tim Shardlow - TIC Manager

Ian Gregory – Sidmouth Chamber of Commerce, left at 7:30PM (item 9)

Tina Veater - Ignyte Ltd (Visit Sidmouth Tourism Promotion)

Louise Cole & Coco Hodgkinson - Sidmouth Coastal Community Hub

Apologies : Lorraine Brown, John Nicholson, Paul Dodds and Tina Veater – Ignyte Ltd

The meeting started at 6.30pm and finished at 8.30pm

PART 'A'

16 Minutes

The Minutes of the Tourism & Economy Committee meeting held on Wednesday 11 June were signed and approved as a true and accurate record.

17 Declarations of Interest

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

18 Matters of Urgency and Report

There were no matters of urgency.

19 Matters Raised by Invited Representatives

Ian Gregory of Sidmouth Chamber of Commerce had to leave the meeting at 7:30PM. Therefore, Item 12 was brought forward on the agenda.

Members noted that:

- The Chamber had canvassed their membership regarding the 'Community – Loos to use' initiative previously discussed. The overall response had been poor and the majority of responses had not been in favour of the initiative. The Chair suggested that the Chamber and the Council should work closely together, to develop cohesion and increase engagement from the Chamber's Membership on community initiatives.
- The Chamber would be supporting 'Late Night Shopping' this year on 22 November in conjunction with the annual Christmas Lights Switch On event. Cllr Barlow suggested a further 'Late Night Shopping' date in December and asked if the Chamber could support this.

- The Chair asked Ian Gregory if he could persuade all members of the Chamber to light their windows with the same style and type of white lights, as they do in Topsham to promote the idea of Christmas as a 'Festival of Light'.
- The Chamber were looking forward to the Sidmouth Classic Car Show scheduled on 20 September.

RESOLVED That:

- a) The Chair and Ian Gregory would liaise on a regular basis.
- b) Ian Gregory would ask the Chamber to consider supporting an additional 'Late Night Shopping' date in December.
- c) Ian Gregory would ask Members of the Chamber to help promote Christmas as a 'Festival of Light' by decorating their windows with the same style and type of white lights for the season.

20 Tourism Information Centre Summary of Activities

Tim Shardlow - Tourist Information Centre Manager, presented his report, which had been distributed to Members prior to the meeting, giving an update of TIC activities.

RESOLVED: That the Sidmouth Information Centre report be noted.

21 Tourism & Promotion Finance Report

The Chair presented the Tourism & Promotion Finance report for the period April to June 2025. Cllr Lockyear commented on Ignyte's sales revenue being down. Cllr Nelson explained that revenue normally increases from September onwards. The original contract was initiated in September so more subscription renewals take place around this time of year.

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

22 Tourism & Promotion Contract Update

Tina Veater of Ignyte was not able to attend the meeting. Tina had distributed her report in advance to Members and Invited Representatives.

Cllr Barlow commented that the 'Visit Sidmouth' website was now five years old and should be refreshed. Frustration was voiced as to the useability of the website. It has become difficult to find local information on the site and in some cases, content appeared to have been created without knowledge of local geography.

RESOLVED that:

- a) The Tourism and Contract update be noted.
- b) The 'Visit Sidmouth' website to be reviewed as part of the new contract negotiation.

23 Tourism & Promotion Contract Renegotiation

The Chair updated Members on the current contract between Sidmouth Town Council and Ignyte that expires in January 2026 and requested that delegated authority to be given to the Town Clerk, in consultation with the Chair and Vice Chair of the Tourism and Economy Committee to negotiate a new contract.

RESOLVED: That delegated authority would be given to the Town Clerk, in consultation with the Chair and Vice Chair of the Tourism and Economy Committee to negotiate a new contract with Ignyte or another provider.

24 Festivals

- The Chair updated Members on the 'Festival Coast' promotion concept. The concept would not only promote Sidmouth but surrounding coastal and country towns too. Sidmouth had a busy calendar of festivals throughout the year, but the town would benefit from promoting other towns' events attracting more visitors to the area.

- It was also reported that the recent Regatta weekend had been a great success with special thanks given to Cllr Barlow, Town Clerk Christopher Holland and Town Council Officer Di Byrne for helping towards making it such an achievement.
- Cllr Walker reported that promotion of the 'Festival of Gardens' required some work and that he had been working with 'Visit Devon' to make it easier for garden owners to list their gardens.
- Cllr Walker further reported that the 'Walking Festival' was growing in popularity and that 2/3rd of bookings were from local residents. He stressed that more could be done to market this festival to attract visitors from outside the area. A meeting was scheduled on 7 October with East Devon Tourism to discuss ways to market the festival.
- The Chair indicated that he was keen for Sidmouth to have its own Pride Day.
- Cllr Lockyear reported that the Science Festival was taking place from 10-19 October.

RESOLVED that:

- a) The reports and updates on Festivals be noted.
- b) Discussions regarding the 'Festival Coast' concept and branding would continue.
- c) Sidmouth Pride Day suggestion would be progressed and discussed at the next meeting.

25 Town Signage

Members considered alternative means of enabling the advertising of public events and festivals in ways that would not adversely affect the conservation area.

RESOLVED: That it be noted that alternative means and locations for advertising of events and festivals needed further discussion. The Tourism and Economy Committee would select a small group of Members to move the objective forward.

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

SIDMOUTH TOWN COUNCIL

Minutes of the Extraordinary Meeting of the Youth Provision Committee, held at the Council Chamber, Woolcombe House, Sidmouth, on Thursday 14 August 2025 at 12pm

Councillors Present: Rachel Perram (Chair)
Bernie Davis (Vice Chair)
Hilary Nelson
Francetta Bridle
Paul Dodds
Chris Lockyear
Ian Barlow
John Nicholson

Apologies: No Apologies received for absence

The meeting started at 12.00pm and finished at 1:30pm

PART 'A'

13 Minutes

The minutes of the meeting of the Youth Provision Committee held on Friday 10 June 2025 were signed as a true and accurate record, with the exception of agenda item 2. The agenda item made an incorrect reference to the Youth Provision working Group as opposed to Youth Provision Committee.

RESOLVED that this error had been noted and would be rectified in future agendas.

14 Declarations of Interest

Cllr Rachel Perram (Chair)	Daughter is employed by Sidmouth International School
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15 Matters of Urgency or Report from the Chair

No matters of urgency reported.

16 Exclusion of the Public

It was agreed that two items on the agenda be dealt with after the public (including the press) have been excluded and discussed in Part 'B'.

17 Mental Health Support

Cllr Davis provided Members with an overview of the recent changes that had been made to mentoring support in the Sid Valley.

The report included updates to Sid Valley Help (SVH), WHAT (The Wellbeing and Health Action Team) and the Council's funded Youth Provision at Sidmouth college.

Cllr Davis reported that she had requested quarterly reports from the Mental Health Youth Workers at Sidmouth College to be made available to the council. Cllr Nelson suggested that parameters of such reports need to be agreed, and case studies were no longer considered appropriate.

RESOLVED that:

- 1) The report be noted
- 2) Future reporting parameters and outcome measures be discussed with Council funded Mental Health Workers at Sidmouth College.

PART 'B'

18 Update on the Youth Provision model

The Chair presented an update on Youth Services Provision in the Sid Valley. It was reported that the service would be rebranded and to be made more appealing and accessible to Young People. The Presentation also provided Members with new plans for Outreach work, Open Access and Skills sessions previously run by Young Devon.

RESOLVED that the report be noted.

19 Youth Provision Budget

The Chair provided a Budget v Spend update to the Committee with projected costs associated with new service providers and impact on budget.

RESOLVED that the Committee noted projected spend for Sidmouth Youth Provision by provider for services delivered from September to the end of March 2026 and that the service proposed met the remaining budget constraints.

Further negotiations with service providers would be delegated to the Clerk, Chair of Council and the Chair and Vice Chair of the Youth Provision Committee.

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CHAIR OF THE YOUTH PROVISION COMMITTEE

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 5 - August 2025

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
<u>Council Services</u>					
Youth Service Support	0	18,418	54,000	35,582	0
Flower Beds, Planters & Watering	6,030	12,877	20,000	7,123	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	1,522	16,957	50,000	33,043	0
Tourism Promotion Income	-541	-2,069	-15,000	-12,931	0
Verge Cutting, Town Maintenance & Weeding	2,084	11,182	26,000	14,818	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	5,000	25,000	44,000	19,000	0
Water Fountains & Defib Mtce	175	861	3,000	2,139	0
Dog Hygiene Bins	0	0	2,000	2,000	0
War Memorials	0	0	500	500	0
Parish Paths Partnership Payments	0	599	0	-599	-476
Parish Paths Partnership (Income)	0	-4,230	0	4,230	0
	£14,270	£79,595	£197,150	£117,555	-£476

Discretionary Expenditure

Festival and Events Grant	0	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	523	9,567	22,000	12,433	0
Donation to Sidmouth Regatta (Income)	-14,684	-20,554	-10,000	10,554	0
Environment Committee	0	2,781	4,000	1,220	0
Donation to use of Marquee (Income)	0	-50	0	50	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	3,750	5,000	0	-5,000	-3,750
Rayson Bequest - Natural/Sidmouth History		0	0	0	0
Rayson Bequest - Party/Celebrations		0	0	0	0
Woolley Bequest Payments		0	0	0	0
	-£10,411	£102,963	£123,230	£20,268	-£3,750

	Current Month	Year to Date	Annual Budget	Balance	To + / From - EMReserves
<u>Woolcombe House</u>					
Services Gas/Water/Elec	177	1,560	8,500	6,940	0
Woolcombe House Business Rate	0	5,184	10,500	5,316	0
Woolcombe House (Loan Interest&Repayment)	0	7,444	14,890	7,446	0
Woolcombe House-General Maintenance	1,914	4,349	10,000	5,651	0
	£2,091	£18,537	£43,890	£25,353	£0
<u>Other Property</u>					
Alma Lane Field		0	500	500	0
Youth Premises Provision	172	2,136	62,000	59,864	0
Manstone Sports and Play Areas	33	1,104	3,000	1,896	0
Long Park & Play Area	103	1,255	3,000	1,745	0
Long Park Public Conveniences	559	3,586	45,000	41,414	0
The Arches	1,338	8,063	35,000	26,937	0
Arches Public Conveniences servicing	512	2,948	20,000	17,052	0
The Arches East (Income)	0	-7,087	-28,000	-20,913	0
Conservatory Maintenance	132	264	2,000	1,736	0
Knowle Parkland & Amphitheatre	1,100	9,234	15,000	5,766	0
Knowle Parkland & Amphitheatre (Income)	0	0	0	0	0
Stowford Community Centre		0	0	0	0
Fire Beacon Nature Reserve		0	0	0	0
Fire Beacon Nature Reserve (Income)		0	0	0	0
Sidmouth Golf Club (Income)		-5	-5	0	0
Elec Pole Rent (Income)	-1	-41	-40	1	0
	£3,948	£21,457	£157,455	£135,998	£0
<u>Trust Property</u>					
<u>The Ham</u>					
The Ham Ground Mtce	133	1,149	2,000	851	0
The Ham Other Mtce	722	2,020	10,000	7,980	0
The Ham Play Equipment	0	0	2,000	2,000	0
The Ham Utility Building	19	1,461	20,000	18,539	0
The Ham 3Phase Power	423	1,293	6,000	4,707	0
The Ham Rent (Income)	-1,987	-10,644	-11,000	-356	0
<u>Manstone</u>					
Manstone Land Ground Mtce	73	765	900	135	0
Manstone Other Maintenance		0	1,600	1,600	0
Manstone Rent (Income)	-12	-357	-1,640	-1,283	0
<u>Salcombe Regis</u>					
S.R. Allotment Field	0	0	0	0	0
S.R. Recreation Field	670	693	0	-693	0
S.R. Recreation Field Rent (Income)	-670	-1,363	-670	693	0
	-£629	-£4,983	£29,190	£34,173	£0

Month 5 - August 2025	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
<u>Members</u>					
Members/Chair's Allowances	0	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	0	113	1,000	887	0
Civic Regalia	70	70	1,000	930	0
	£70	£6,332	£13,400	£7,068	£0
<u>Staff</u>					
Salaries	14,660	66,615	160,000	93,385	0
Pensions	2,846	13,058	32,500	19,442	0
Staff Eye Tests	0	0	100	100	0
Training & Conferences	0	184	500	316	0
Officers Expenses	0	469	500	31	0
	£17,506	£80,326	£193,600	£113,274	£0
<u>Office Expenses</u>					
Postage	0	0	500	500	0
Stationery	116	680	1,500	820	0
Telephone	0	2,097	5,500	3,403	0
Subscriptions	0	2,897	3,000	103	0
Photocopier	155	390	800	410	0
Internet, website and webcams	-505	1,875	6,000	4,125	0
I.T. Software Contracts	104	1,666	4,500	2,834	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	-558	6,903	7,500	597	0
Sundry	0	39	1,000	961	0
Bank Charges	12	63	300	237	0
Bank Interest Received (Income)	0	-5,278	-20,000	-14,722	0
	-£676	£11,732	£20,100	£8,368	£0

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 5 - August 2025

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
Expense Group Totals					
Council Services	14,270	79,595	197,150	117,555	-476
Discretionary Expenditure	-10,411	102,963	123,230	20,268	-3,750
Woolcombe House	2,091	18,537	43,890	25,353	0
Other Freehold Property	3,948	21,457	157,455	135,998	0
Trust Property	-629	-4,983	29,190	34,173	0
Members	70	6,332	13,400	7,068	0
Staff	17,506	80,326	193,600	113,274	0
Office Expenses	-676	11,732	20,100	8,368	0
Precept Received	0	-389,008	-778,015	-389,008	
Net Income over Expenditure	£26,169	-£73,048	£0	£73,048	-£4,226

Current/Deposit Bank Accounts £1,243,149

of which:

Woolley Bequest	£2,963
Rayson Bequest Fireworks/Light Displays	£55,660
Rayson Bequest Natural/Sidmouth History	£65,709
Rayson Bequest Party/Celebrations	£64,208
Earmarked Reserves	£755,887
General Reserve at 1Apr25	£227,674
Balance of Precept held	£77,274
Control accounts	-£6,794
Outstanding Creditors	£424