



SIDMOUTH TOWN COUNCIL

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To: All Members of the Town Council
Town Clerk

19 June 2025

For information:
District Councillor for Sidmouth
County Councillor for Sidmouth

Dear Sir/Madam,

Meeting of Sidmouth Town Council Monday 7 July 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'

- | | | <u>Page/s</u> |
|---|---|---------------|
| 1 | Apologies
To receive any apologies for absence. | |
| 2 | Minutes
To confirm the minutes of the Town Council meeting held on Monday 2 June 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.

6 **Public Open Question Time**

In accordance with Sidmouth Town Council Standing Orders Item 3 (d) – (i) Members of the Public are invited to put a question (one per person), to the Council through the Chair (taking no more than 3 minutes each and for a total of 15 minutes). Please note that in accordance with standing order 3(h), a question shall not give rise to a debate or require an immediate response.

Councillors also have the opportunity to ask questions of the County and District Members during this item whilst giving priority to Members of the public.

(Members and members of the public are reminded to notify the Town Clerk and Councillor concerned of questions to be raised. This arrangement is in place to enable a considered response at the meeting. The Chair of the Council has the right and discretion to control questions to avoid disruption, repetition and to make best use of the meeting time.)

7 **Police and Police Advocate Report**

To receive the Police report (when available) and a report from the Police Advocate, Councillor Nelson.

(Members are asked to notify the Town Clerk of questions to be raised in advance of the meeting where possible.)

8 **Committees and Working Group Reports**

8.1 Planning Committee

To receive an update, if appropriate, from the Chair of the Planning Committee.

8.2 Tourism & Economy Committee

To receive the report of the Tourism & Economy Committee meeting held on Wednesday June 11, 2025. Reports from that meeting on the successful Sea Fest and the Jazz & Blues Festival 2025 have been previously circulated to Members for information.

8.3 Environment Committee

To receive an update, if appropriate, from the Chair of the Environment Committee.

8.4 Council Resources Working Group

To receive an update, if appropriate, from the Chair of the Council Resources Working Group.

8.5 Youth Provision 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

To receive the Finance Report for May 2025.

9.2 Other Reports from Members with Special Responsibilities

To receive other notified reports from other Members.

- 10 **CCTV for the Council** 11-13
 To discuss the report on a possible CCTV solution for the Council to be able to use at targeted locations in the town.
- 11 **Additional toilet provision for August 2025** 15
 Members to consider a proposal to source and supply additional temporary toilets during the peak summer month of August 2025 which includes both Sidmouth Folk Festival and Sidmouth Regatta. It is recommended that the fully plumbed in mains sewerage type is opted for which are of a better quality and avoid the need of constant servicing.
- Sidmouth Folk Festival have indicated that they may be able to make a contribution meaning that approx. £2,000 plus an amount for installation (at time of publication of the agenda, this is still being investigated) would need to be made available from the Ham Maintenance Reserve.
- 12 **Change of dates of Meetings**
 To approve and note the change of date of:
 Council from 5 to 12 January 2026
 Environment Committee from 12 to 14 January 2026.

Forthcoming meetings:

JULY	Mon	14 ENVIRONMENT COMMITTEE
	Wed	16 PLANNING COMMITTEE
AUG	Mon	04 COUNCIL
	Wed	13 PLANNING COMMITTEE
SEP	Mon	01 COUNCIL
	Wed	03 PLANNING COMMITTEE
	Wed	10 TOURISM & ECONOMY COMMITTEE
	Wed	24 PLANNING COMMITTEE

SIDMOUTH TOWN COUNCIL
Minutes of the Meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 2 June 2025 at 6.30pm

Ward	Councillors Present:
Sidmouth North	Stephen Blakeway
	Bernie Davis
Sidmouth South	Paul Dodds (Vice Chair)
	Rachel Perram
Sidmouth East	Lorraine Brown
Primley	Hilary Nelson (Chair)
	Kevin Walker
Sidford	Joanne Dodds
	Mike Goodman
Salcombe Regis	Ian Barlow

Apologies: Francetta Bridle, Stuart Hughes, Chris Lockyear, John Loudon, John Nicholson

The meeting started at 6.30pm and finished at 8.00pm.

PART 'A'

1 Minutes

The minutes of the meeting of the Town Council held on Monday 12 May 2025 were signed as a true and accurate record.

2 Declarations of Interest

No Declarations of Interest were received at this meeting.

3 Matters of Urgency or Report from the Chair

No Matters of Urgency were received at this meeting.

4 Public Open Question Time

- Cllr Jo Dodds asked District Councillors if anything could be done to ensure the playparks which provided valuable facilities for Sidmouth's youngest members of the Community, were mowed every 6 weeks and more frequently in growing season? There were also concerns about the damaged gate at the Sidford Play park and the timescale for its repair.

Cllr Barlow answered that EDDC were currently running on reduced staff numbers which impacted cutting regimes and were waiting for parts to repair the gate.

- Cllr Jo Dodds 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?

Cllr Barlow answered that the current weed killer that EDDC used took excessive manpower and was not effective in killing the weeds permanently. They were looking at other solutions.

- Cllr Rachel Perram asked District Councillors whether the purchase of mounted butt bins funded by the Plastic Warriors to combat the ongoing problem of disposing of cigarette butts could be re addressed. Cllr Ian Barlow offered to take this item to the Environment Committee due to the large, negative environmental impact. Cllr Paul Dodds offered to do a video to explain the damage of cigarette butts in drains.

5 **Police Advocate Report**

Cllr Brown reported that the Police had noticed an increase in rogue trading in the area.

It was also reported that there had been issues with the volunteers at the cemeteries and an aggressive local couple who walked their dog there. It was agreed that this type of incident should still be reported to the Police and online if necessary, It was noted that it was useful for any type of crime to be reported on the Police website, which notified them in writing of any incidents and produced accurate crime figures which in turn could result in more targeted and useful policing.

RESOLVED: That the report be noted.

6 **Committee/Working Group Reports**

6.1 Planning Committee Report

Councillor Dent presented the reports of the Planning Committee meeting held on Wednesday 12 March 2025.

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

6.2 Tourism and Economy Committee Report

Cllr Nelson presented the reports of the Tourism and Economy Committee meeting held on Wednesday 19 March 2025. It was reported that Sidmouth had hosted two very successful festivals already this year.

RESOLVED: That the Tourism and Economy Committee report be noted and agreed. Cllr Nelson reported that the next meeting would be held on Wednesday 11 June. The Chair would write and thank the organisers of Seafest and the Jazz and Blues festival.

6.3 Environment Committee Report

Cllr Barlow updated Members on the progress of the recently purchased water testing kits. It was currently being used in Salcombe Regis with some success.

RESOLVED: Cllr Barlow would be attending meetings to discuss how to start the testing process in Sidmouth.

6.4 Council Resources Working Group

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

6.5 Youth Provision Committee

Cllr Nelson reported that there had been a meeting held in Part B on Tuesday 20 May that discussed the ongoing negotiations with Young Devon. There had been visits to Crediton Town Council to see how they run their in-house Youth services and to Cranbrook to discuss their Youth bus service run by SPACE. The next meeting of the Committee would be held on Tuesday 10 June.

7 Reports from Members with Special Responsibilities

7.1 Finance Report

Deputy Finance Officer Cllr Paul Dodds presented the April report.

RESOLVED: That the report be noted.

8 Housing Needs Survey

Members received a presentation on the recently received Housing Needs Survey by Chris Broughton.

RESOLVED: The chair and Members thanked Chris Broughton for his helpful and in depth report.

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CHAIR OF THE COUNCIL

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 2 - May 2025

Council Services

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
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	32	222	50,000	49,778	0
Tourism Promotion Income	0	-759	-15,000	-14,241	0
Verge Cutting, Town Maintenance & Weeding	2,241	4,888	26,000	21,112	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	0	0	44,000	44,000	0
Water Fountains & Defib Mtce	256	256	3,000	2,744	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
	£2,529	£19,159	£197,150	£177,991	£0

Discretionary Expenditure

Festival and Events Grant	5,000	61,700	56,700	-5,000	0
Special Funding Support	0	31,500	31,500	0	0
Community Small Grants	250	19,280	19,030	-250	0
Sidmouth Regatta	8,638	8,638	22,000	13,362	0
Donation to Sidmouth Regatta (Income)	-2,850	-2,850	-10,000	-7,150	0
Environment Committee	2,500	2,526	4,000	1,474	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
	£13,538	£120,783	£123,230	£2,447	£0

Month 2 - May 2025

	Current Month	Year to Date	Annual Budget	Balance	Cummulative EMReserves
<u>Woolcombe House</u>					
Services Gas/Water/Elec	134	134	8,500	8,366	0
Woolcombe House Business Rate	0	5,184	10,500	5,316	0
Woolcombe House (Loan Interest&Repayment)	0	0	14,890	14,890	0
Woolcombe House-General Maintenance	327	327	10,000	9,673	0
	£461	£5,645	£43,890	£38,245	£0
<u>Other Property</u>					
Alma Lane Field	0	0	500	500	0
Youth Premises Provision	0	0	62,000	62,000	0
Manstone Sports and Play Areas	224	274	3,000	2,726	0
Long Park & Play Area	103	206	3,000	2,794	0
Long Park Public Conveniences	1,524	1,524	45,000	43,476	0
The Arches	488	1,489	35,000	33,511	0
Arches Public Conveniences servicing	2,101	2,101	20,000	17,899	0
The Arches East (Income)	0	-335	-28,000	-27,665	0
Conservatory Maintenance	132	132	2,000	1,868	0
Knowle Parkland & Amphitheatre	1,350	4,050	15,000	10,950	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)	-5	-5	-5	0	0
Elec Pole Rent (Income)	0	-40	-40	0	0
	£5,917	£9,396	£157,455	£148,059	£0
<u>Trust Property</u>					
<u>The Ham</u>					
The Ham Ground Mtce	133	266	2,000	1,734	0
The Ham Other Mtce	26	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	287	287	6,000	5,713	0
The Ham Rent (Income)	0	-1,500	-11,000	-9,500	0
<u>Manstone</u>					
Manstone Land Ground Mtce	73	146	900	754	0
Manstone Other Maintenance	0	0	1,600	1,600	0
Manstone Rent (Income)	0	0	-1,640	-1,640	0
<u>Salcombe Regis</u>					
S.R. Allotment Field	0	0	0	0	0
S.R. Recreation Field	0	23	0	-23	0
S.R. Recreation Field Rent (Income)	0	0	-670	-670	0
	£519	£94	£29,190	£29,096	£0

Month 2 - May 2025

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	To + / From - EMReserves
<u>Members</u>					
Members/Chair's Allowances	0	0	7,400	7,400	0
Chair's Expenses	0	100	2,000	1,900	0
Members Expenses/Training	0	0	1,000	1,000	0
Elections	0	0	1,000	1,000	0
Civic & Hospitality	13	13	1,000	987	0
Civic Regalia	0	0	1,000	1,000	0
	£13	£113	£13,400	£13,287	£0
<u>Staff</u>					
Salaries	13,721	27,495	160,000	132,505	0
Pensions	2,706	5,412	32,500	27,088	0
Staff Eye Tests	0	0	100	100	0
Training & Conferences	0	0	500	500	0
Officers Expenses	176	176	500	324	0
	£16,603	£33,083	£193,600	£160,517	£0
<u>Office Expenses</u>					
Postage	0	0	500	500	0
Stationery	260	260	1,500	1,240	0
Telephone	0	1,057	5,500	4,443	0
Subscriptions	0	2,886	3,000	114	0
Photocopier	174	174	800	626	0
Internet, website and webcams	0	1,500	6,000	4,500	0
I.T. Software Contracts	7	947	4,500	3,553	0
I.T. Maintenance Support	0	0	6,000	6,000	0
Advertisements	0	0	1,000	1,000	0
Audit	400	400	2,500	2,100	0
Insurance	0	0	7,500	7,500	0
Sundry	9	9	1,000	991	0
Bank Charges	13	22	300	278	0
Bank Interest Received (Income)	0	0	-20,000	-20,000	0
	£863	£7,255	£20,100	£12,845	£0

Month 2 - May 2025

					Cummulative
	Actual	Actual	Current	Budget	To + / From -
Expense Group Totals	Current	Year to	Annual	Balance	EMReserves
	Month	Date	Budget		
Council Services	2,529	19,159	197,150	177,991	0
Discretionary Expenditure	13,538	120,783	123,230	2,447	0
Woolcombe House	461	5,645	43,890	38,245	0
Other Freehold Property	5,917	9,396	157,455	148,059	0
Trust Property	519	94	29,190	29,096	0
Members	13	113	13,400	13,287	0
Staff	16,603	33,083	193,600	160,517	0
Office Expenses	863	7,255	20,100	12,845	0
Precept Received	0	-389,008	-778,015	-389,008	
Net Income over Expenditure	£40,443	-£193,479	£0	£193,479	£0

Current/Deposit Bank Accounts

£1,348,662

of which:

Woolley Bequest

£2,963

Rayson Bequest Fireworks/Light Displays

£59,410

Rayson Bequest Natural/Sidmouth History

£65,709

Rayson Bequest Party/Celebrations

£64,208

Earmarked Reserves

£756,363

General Reserve at 1Apr25

£227,674

Balance of Precept held

£193,479

Control accounts

-£7,471

Outstanding Year End Debtors/Creditors

-£3,735

Report to: Council
Date of Meeting: 7 July 2025
Public Document: Yes
Exemption: None



CCTV for the Council

Report Summary:

Members are asked to consider the procurement and installation of a CCTV surveillance camera system which could deter anti-social behaviour, enhance public safety, and support law enforcement efforts. The report aims to assess a number of CCTV options available to the Council.

RECOMMENDED:

1. That the Town Council investigate further the procurement of a redeployable and/or solar powered surveillance solution to offer the greatest flexibility in targeting individual areas.
2. That the Officer of the Police and Crime Commissioner be approached for funding towards a CCTV solution.

Financial Implications:

Any proposal for CCTV installation must encompass not only the initial capital expenditure but also provide reliable projections for ongoing operational funding. It should be flexible, scalable and offer good value for money. This includes maintenance, monitoring, and potential future upgrades to ensure the system remains effective and up to date. The Council has placed the sum of £10,000 aside which would likely need match funding or additional provision to be made in order to procure any system.

Legal implications:

The use of CCTV in public places is subject to UK GDPR and Surveillance Camera Code of Practice. The Town Council would need a clear CCTV policy outlining purpose, the access and retention of footage. When operating, public signage would be required stating that CCTV was required and a Data Protection Impact Assessment (DPIA) would need to be carried out.

Equalities implications: No identified impact in respect of the Council's Equality and Diversity Policy. CCTV may have a positive impact for vulnerable people / victims by helping to prevent and detect crime.

Environmental Implications: Use of energy is an impact associated with older large CCTV camera systems. Newer digital systems consume significantly less energy than older analogue

camera systems. Energy usage of the systems of the size being suggested and considered in this report are not considered to be significant.

Main Report

This report examines the feasibility and potential benefits of installing closed-circuit television (CCTV) cameras at identified vandalism hotspots in Sidmouth. Recent incidents, such as the vandalism to toilets, play equipment at The Ham together with repeated damage to electrical equipment at the Skatepark and Manstone recreational ground have prompted the report.

1. Redeployable CCTV Systems

Having considered the system employed by Exmouth Town Council, it is felt that Sidmouth could benefit from the installation of redeployable CCTV cameras. These systems offer great flexibility, allowing for rapid relocation to areas experiencing increased incidents of vandalism. For instance, Exmouth utilized WCCTV's 4G IR Speed Domes with Automatic Number Plate Recognition (ANPR) to monitor and deter anti-social behaviour on the seafront. Such systems can be monitored remotely and provide high-definition footage, aiding in both deterrence and evidence collection.

These are self-contained CCTV systems on a pole or tripod and can be rented or bought. They are suitable if vandalism hotspots change over time or if high visibility is required for deterrence but come with a higher unit cost compared to other systems.

System: WCCTV

Key Features:

- 4G remote viewing
- High mast (2–6 metres)
- Solar/battery powered
- Anti-tamper housing

Advantages:

- Highly visible deterrent
- Can be moved around easily
- Used by many local authorities and police forces

As a truly 'plug-and-play' portable surveillance solution, it can be rapidly deployed for temporary security or targeted surveillance applications. The cameras could be moved to other locations in the town during major events such as the Sidmouth folk and jazz festivals.

Initial capital expenditure: £11,500.00 for two cameras including installation.

****Maintenance contract charge: £233.00 per month over a 5-year period.***

2. Solar-Powered, 4G CCTV Cameras

These systems are excellent for sites without mains power or internet like parks or remote corners of town. The systems require a permanent installation and management.

System: *Reolink Go PT Plus with Solar Panel*

Key Features:

- 2K resolution for clear faces and number plates
- Infrared night vision and motion detection
- 4G LTE SIM card connectivity (e.g., EE, Vodafone)
- Remote access via smartphone or desktop
- SD card and cloud storage options

Advantages:

- No wiring needed—easy and quick to install
- Can be mounted on lampposts, fences, or trees
- Solar power keeps the camera running for months with minimal maintenance

Initial capital expenditure: £300–£400 per unit, plus £10/month for data SIM, plus installation
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This option could be suitable if the council wished to trial permanent cameras in various locations before committing to more permanent infrastructure.

3. Fixed IP Cameras (Wired or Wi-Fi)

Where power and internet are already available, fixed CCTV cameras offer a more permanent solution. These systems require a permanent installation and management together with a control room/position and storage system.

System: *Hikvision DS-2CD2347G2-LU (ColorVu series) or Dahua IPC-HDW3849H-AS-PV*

Key Features:

- Up to 4K resolution and full-colour night vision
- Tamper-resistant casings
- Connects to a Network Video Recorder (NVR)
- Can integrate with existing security setups

Pros:

- High-quality, continuous recording
- Reliable in all weather conditions
- Ideal for static locations
- Recordings can be stored for 30+ days, which meets UK data retention norms for public CCTV.

Initial capital expenditure: £150–£200 per camera unit + NVR (£250), plus installation.
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Conclusion

Members are asked to consider if CCTV surveillance would deter anti-social behaviour, enhance public safety, and support law enforcement efforts in maintaining the town's reputation as a safe community whilst deterring vandalism and reducing the recurring costs associated with repairing and replacing damaged council property and equipment.

If it is felt that a system is required, Members are asked to consider allowing Officers to investigate further the possibility of redeployable and/or solar powered surveillance solutions due to the greatest flexibility offered in targeting individual areas and minimal infrastructure required.

Ham Temporary Toilet options:

<i>6 x Event Toilets:</i>	<i>£240 per week</i>
<i>Servicing:</i>	<i>£160 per service</i>
<i>Transport to Sidmouth:</i>	<i>£20 each way</i>

or

<i>1 x 5 Bay Static Toilet Unit:</i>	<i>£530 per week</i>
<i>(CAD Drawing below)</i>	
<i>Transport to Sidmouth:</i>	<i>£250 each way</i>

