

SIDMOUTH TOWN COUNCIL

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To: All Members of the Town Council
Town Clerk

05 January 2026

For information:

District Councillors for Sidmouth not on the Town Council
County Councillor for Sidmouth

Dear Sir/Madam,

Meeting of Sidmouth Town Council Monday 12 January 2026 at 6.30pm

You are hereby summoned to attend the above meeting to be held in the Council Chamber, Woolcombe House, Woolcombe Lane, Sidmouth. It is proposed that the matters set out on the agenda below will be considered at the meeting and resolution or resolutions passed as the Council considers appropriate. All Members are requested to read agenda papers in advance of the meeting. If any Member has a query about an agenda item, they should contact the Town Clerk, Chair or Vice Chair prior to the date of the meeting.

Members of the public are very welcome to attend and speak at this meeting during item 6 of the agenda. The Chair of the Council has the right and discretion to control questions to avoid disruption, repetition and to make best use of the meeting time.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Chris Holland', written over a horizontal line.

Christopher E Holland
Town Clerk

A G E N D A

| | | <u>Page/s</u> |
|---|---|---------------|
| | <u>PART 'A'</u> | |
| 1 | Apologies To receive any apologies for absence. | |
| 2 | <u>Minutes</u> To confirm the minutes of the Town Council meetings held on Monday 1 December | 4-7 |
| 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 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.)

8 **Police and Police Advocate Report**

To receive the Police report (when available) and a report from the Police Advocates, Councillors Dodds and Bridle.

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

9 **Committees and Working Group Reports**

9.1 Planning Committee

To receive the report of the Planning Committee meeting held on Wednesday 26 November 2025 and Wednesday 17 December.

9.2 Tourism and Economy Committee

To receive the report of the Tourism and Economy Committee meeting held on Wednesday 10 December.

9.3 Environment Committee

To receive the report of the Environment Committee meeting held on Monday 8 December.

9.4 Youth Provision Committee

To receive an update, if appropriate, from the Chair of Youth Provision

9.5 Council Resources Working Group

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

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10 **Reports from Members with Special Responsibilities**

10.1 Finance Report

22-25

To receive the Finance Report for November 2025.

10.2 Other Reports from Members with Special Responsibilities

To receive any notified reports from other Members.

Forthcoming meetings:

Jan Mon 19 COUNCIL (ESTIMATES AND GRANTS)
Wed 28 PLANNING COMMITTEE

Feb Mon 02 COUNCIL
Tue 03 YOUTH PROVISION
Wed 18 PLANNING COMMITTEE

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

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

The meeting started at 6.30pm and finished at 8:30pm.

In the absence of the Vice Chair of Council, Members agreed that Councillor Chris Lockyear act as Vice Chair for the meeting.

PART 'A'

58 Minutes

The minutes of the meetings of the Town Council held on Monday 13 October and Monday 3 November 2025 were signed as a true and accurate record.

59 Declarations of Interest

No Declarations of Interest were received at the meeting.

60 Matters of Urgency or Report from the Chair

The Chair reported that Councillor Brown had resigned and there was now a vacancy in the East Ward.

61 Public Open Question Time

There were no questions raised.

62 Ham Infrastructure Works: Update from South West Water

Charlie Ford, South West Water Project Manager and Alan Burrows, Head of Local Government liaison gave a presentation to Members on the Ham Infrastructure works to install a storm overflow tank.

They had previously answered key questions that had been raised at a previous meeting with Officers and Councillors and went through each answer in detail for the full Council.

Mobilisation on the project was due to start on 1 December 2025 and would be completed by the end of June 2026. Local residents and the swimming pool operators had been visited by a surveyor appointed by South West Water to assess their properties which would be monitored during the construction.

At the Council meeting they stated that Sidmouth Folk Festival would not be disrupted even if their programme was delayed as there were sufficient break points to suspend works if required.

Any possible suspension of works would be discussed with the Council and regular updates would be given to the Council during the project.

It was agreed that the works, which would improve water quality and decrease the number of overflow spills was a good news story that needed to be communicated to the public. SWW advised that they were already drafting a press release and it was agreed that they would work with the Council to publish a joint press release afterwards.

During discussion, Members also raised concerns over the known increase to pressure in the rising main to the Sidford treatment works and whether the existing pipework had been tested to account for this. Members were advised that SWW were unable at present to test the integrity of the pipework but were looking into new methods to allow this. They advised that the increase in pressure was small and that inspections carried out to date had not raised any concerns within the company.

RESOLVED that

- a) Members agreed unanimously that they were content for works go ahead on the basis of the assurances provided by South West Water.
- b) it be noted that SWW confirmed that, the Ham would be ready for Sidmouth Folk Festival to begin rigging in July 2026.
- c) SWW to give regular progress updates to track against milestones throughout the infrastructure works
- d) a joint Press Release to be issued on progress in the near future.
- e) an agreement be confirmed in writing from South West Water for temporary and final reinstatement works.

63 Police Advocate Report:

Councillor Nelson reported that 63 offences had occurred in the month of September. The breakdown was;

- 27 Violent and Sexual
- 8 Non-violent
- 7 Antisocial behaviour
- 7 Criminal damage
- 14 Other

It was reported that recent anti-social behaviour hot spot areas were between Waitrose and Lidl as well as the town centre. It was proposed by Councillor Nelson that Councillor Paul Dodds and Councillor Bridle jointly take the position of Police Advocates.

RESOLVED

- 1) that the report be noted and agreed.
- 2) that Councillor Nelson that Councillor Paul Dodds and Councillor Bridle jointly be appointed as Police Advocate for the Council.

64 Committee/Working Group Reports

64.1 Planning Committee Report

Councillor Dent presented the report of the Planning Committee meeting held on Wednesday 6 November 2025.

RESOLVED that the report be noted and agreed.

64.2 Tourism and Economy Committee Report

Councillor Willis Fleming, Chair of the Tourism & Economy Committee, reported the next Tourism and Economy meeting was scheduled for Wednesday 10th December. Councillor Nelson

added that the South West Tourism Network and Tina Veater from Ignyte would be attending this meeting.

RESOLVED that the report be noted and agreed.

64.3 Environment Committee Report

Councillor Barlow updated Members on the great success of the 14,000 tree survey which is now complete. The next Environment Committee meeting was scheduled for Monday 8 December 2025.

RESOLVED that the report be noted and agreed.

64.4 Youth Provision Committee

Councillor Perram, Chair of the Youth Provision Committee, updated Members on the work of the Youth Provision Committee. Councillor Perram reported that the new Youth provision open access sessions for 11–14 year-olds were still proving a great success, with an average of 35 young people attending each week.

Councillor Perram also informed Members that:

- a) The cinema was booked for a Christmas movie for young people in the valley.
- b) There was still a need to try and engage the 'older' young people.

RESOLVED that The Youth Provision Committee update be noted.

64.5 Council Resources Working Group

The Chair of Council reported that an 'Expression of Interest for Assets' for the Community Asset Transfer had been submitted on Monday 1 December. A meeting was arranged with East Devon District Council on Wednesday 3 December to discuss further. Members thanked those involved for producing the thorough application and supporting documents. These would be circulated to Members for information.

RESOLVED that the report be noted and agreed.

65 Reports from Members with Special Responsibilities

65.1 Finance Report

Councillor Lockyear presented the October finance report.

RESOLVED that the report be noted and agreed.

66 Western Esplanade crossing point

Members considered plans to install a safe crossing point at the western end of the seafront. Members discussed how the crossing point would be good for tourism as well as being a traffic calming measure and good for road safety. Section 106 money could be requested for this project, and it was hoped it would be completed for Summer 2026.

RESOLVED that;

- a) Sidmouth Town Council supports plans to install a safe crossing point at the western end of the seafront.
- b) East Devon District Council be asked to release S106 Sidmouth Tourism funding for this project.
- c) The Chair and Members thanked the Project Officer for all her work so far on the project

67 Draft Timetable of meeting dates for 2026/27

Members received the draft list of meeting dates for the Civic year 2026/27.

RESOLVED:

- 1) Members agreed new meeting dates for the Civic Year 2026/27.
- 2) that the Tourism and Economy Committee previously agreed for 18th March 2026 in the current civic year be changed to 25th March 2026
- 3) that Annual Council, previously agreed for 11th May be moved to 18th May
- 4) that the planning meeting previously agreed in the current civic year be changed from Wednesday 7 January to Wednesday 14 January.
- 5) that in the draft list of meetings, Environment meetings be rescheduled in March, June, September and December accordingly to fit in with the budgeting process.

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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 26 November 2025 at 10.00am

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

Apologies: Jo Dodds
 Chris Lockyear

Also present : Town Clerk

The meeting started at 10.00 am and finished at 11.15 am

182 Declarations of Interest

| Name | Item / Reference | Type | Action Taken | Details of Interest |
|--------------------|-------------------------|-------------|--|----------------------------|
| Cllr Rachel Perram | 13) 25/0554/FUL | Personal | Remained in the Council Chamber during voting and discussion | Former client of applicant |
| Cllr Rachel Perram | 15) 25/2295/FUL | Personal | Remained in the Council Chamber during voting and discussion | Acquainted with applicant |
| Cllr Hilary Nelson | 17) 25/2342/LBC | Personal | Remained in the Council Chamber during voting and discussion | Acquainted with applicant |

183 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.

184 Minutes

The minutes of the meeting of the Planning Committee held on Wednesday 5 November 2025 were agreed and signed as a true and accurate record.

185 Urgent items

a) Members were asked to consider changing the date of the early January 2026 meeting.

RESOLVED: That the meeting of the Planning Committee scheduled for 7 January 2026 be moved to 14 January 2026

193 25/2295/FUL Mr M Denning 70A Malden Road, Sidmouth EX10 9NA
Primley Ward Erection of detached garage

RESOLVED: NO OBJECTIONS

194 25/2058/FUL Mr Alistair Woodlands, Salcombe Regis, Devon, EX10 0PD
Salcombe Regis Ward Franks Replacement dwelling – demolish existing bungalow and replace with new
bungalow

Members felt that the new application did not address the concerns they raised for a previous application on the site.

RESOLVED: DO NOT SUPPORT due to poor design which does little to enhance the immediate environment or reflect local distinctiveness. The design was of a type more readily associated with holiday or touring accommodation and Members would like to see a more permanent structure for such a dwelling.

Notwithstanding the points made in their previous comments, should the Local Planning Authority be minded to approve the application, it was suggested that a legal tie be placed on the dwelling to ensure that it is used as permanent accommodation and not holiday accommodation.

195 25/2432/LBC Mr John Crouch The Slade Centre, Donkey Sanctuary, Mire Lane, Salcombe Regis, Sidmouth
Salcombe Regis Ward EX10 0NU
Installation of wall mounted blue plaque on curtilage wall north east side of
Slade House entrance

RESOLVED: NO OBJECTIONS subject to the views of the Conservation Officer.

196 25/2321/LBC Dr Nigl Hyman Pump House and Pump, Salcombe Regis, Devon, EX10 0RU
Salcome Regis Ward (Sid Vale Association)
Installation of wall mounted blue plaque on front (north west) elevation

RESOLVED: NO OBJECTIONS subject to the views of the Conservation Officer.

197 25/2329/LBC Ms Beatte Old Bakery, Bridge Street, Sidbury, Sidmouth. EX10 0QN
Sidbury Ward Thomasson Installation of wall mounted blue plaque on front (north west) elevation

RESOLVED: NO OBJECTIONS subject to the views of the Conservation Officer.

198 25/2223/FUL Mr M Coman Sand Lodge, Sidbury, Sidmouth, EX10 0QN
Sidbury Ward Retrospective creation of a new window opening and fitting an oak frame,
leaded light, single glazed metal casement, two light windows in the south
elevation t light and ventilate the kitchen space approved in application
24/0020/LBC

RESOLVED: NO OBJECTIONS subject to the views of the Conservation Officer.

199 25/2224/LBC Mr M Coman Sand Lodge, Sidbury, Sidmouth, EX10 0QN
Sidbury Ward Retrospective creation of a new window opening and fitting an oak frame, leaded light, single glazed metal casement, two light windows in the south elevation t light and ventilate the kitchen space approved in application 24/0020/LBC

RESOLVED: NO OBJECTIONS subject to the views of the Conservation Officer.

200 25/1303/FUL Mr M Coman Sand Lodge, Sidbury, Sidmouth, EX10 0QN
Sidbury Ward Works of repair and alteration to Sand to permit its flexibility use as a single dwelling and/or a two bedroom holiday let, function venue, two B&B rooms alongside family accommodation, including conversion of an attached barn to a kitchen-living room requiring the provision of an opening in the north east elevation and three rooflights (Amended)

RESOLVED: NO OBJECTIONS subject to the views of the Conservation Officer.

201 25/1304/LBC Mr M Coman Sand Lodge, Sidbury, Sidmouth, EX10 0QN
Sidbury Ward Works of repair and alteration to Sand to permit its flexibility use as a single dwelling and/or a two bedroom holiday let, function venue, two B&B rooms alongside family accommodation, including conversion of an attached barn to a kitchen-living room requiring the provision of an opening in the north east elevation and three rooflights (Amended)

RESOLVED: NO OBJECTIONS subject to the views of the Conservation Officer.

202 25/1862/FUL Mr Peter Buckley Hill Cottage, Bridge Street, Sidbury, Sidmouth EX0 0RZ
Sidbury Ward Legowski Constuction of a single storey kitchen extension on south east elevation.

RESOLVED: NO OBJECTIONS subject to the views of the Conservation Officer.

203 25/1914/LBC Mr Peter Buckley Hill Cottage, Bridge Street, Sidbury, Sidmouth EX0 0RZ
Sidbury Ward Legowski Constuction of a single storey kitchen extension on south east elevation.

RESOLVED: NO OBJECTIONS subject to the views of the Conservation Officer.

204 25/1855/FUL Mr Peter Buckley Hill Cottage, Bridge Street, Sidbury, Sidmouth EX0 0RZ
Sidbury Ward Legowski Conversion of existing breeze block-built garage (to the north of the main building) into a dwelling for multi-generational living and future home for our disabled son

RESOLVED: NO OBJECTIONS subject to the views of the Conservation Officer. Members suggested a legal tie to ensure that the dwelling is used for permanent residential use, ancillary to the main building only.

205 25/2267/LBC Ms Barbara 12 School Street, Sidford, Devon , EX10 9PF
Sidford Ward Russell Proposed placement of commemorative blue plaque on front elevation.

RESOLVED: NO OBJECTIONS subject to the views of the Conservation Officer.

206 25/2247/LBC Mr Keith Mills Arcot House, Arcot Gardens, Sidmouth, Devon EX10 9HR
South Ward Proposed placement of commemorative blue plaque on front elevation.

RESOLVED: NO OBJECTIONS subject to the views of the Conservation Officer.

207 25/2239/FUL Mr & Mrs 86 Alexandria Road, Sidmouth, Devon, EX10 9HG
South Ward Rundle Change of use of a guesthouse (C1) to a dwelling (C3).

RESOLVED: SUPPORT

208 **Trees in Conservation Areas**
None received.

209 **Tree Preservation Orders**
Applications relating to Trees protected by a Tree Preservation Order.

a) 25/2085/TRE 6 Lower Wheathill, Sidmouth, Devon, EX10 9UA
Primley Ward T2, Monterey pine: Fell and undertake replacement planting scheme

RESOLVED: REFUSE for the following reasons:

1) The Monterey pine (T2) is considered to make a significant contribution to the visual amenity and character of the surrounding area. Its prominent crown is visible from multiple public viewpoints and neighbouring properties, and it represents the last remaining notable tree canopy on the site following earlier vegetation clearance.

2) The proposed removal of the tree would result in a substantial and immediate loss of public amenity. While replacement planting has been proposed, it is acknowledged that newly planted trees will take several decades to reach a comparable size and provide equivalent amenity value. As such, the loss cannot be adequately mitigated in the short to medium term.

3) Although some decline in the tree's condition has been observed, including signs of drought stress and the presence of fungal infection (*Phaeolus schweinitzii*), the tree is not currently considered to be in a condition that warrants removal. Tree removal at this stage is considered premature.

- a) 25/1979/TRE
Primley Ward
- 26 Primley, Mead Sidmouth, Devon, EX10 9LQ
T1, Oak : two low branches above glass house, remove lowest branch to low fork and shorten back remainder; split branch above, remove to main stem. T2, Oak : remove lowest branch over border.

RESOLVED: APPROVE subject to the conditions as set out by the Arboricultural Officer.

210 Appeals

None received.

211 Unsupported decisions

None received.

212 Enforcement Letters

None received.

213 New East Devon Local Plan

Members noted that the Local Planning Authority Strategic Planning Committee had examined on 25 November. Changes related to:

- a) Land south west of Woolbrook Road (Sidm_01)
The number of new homes in the allocation being changed from 127 to 160 new homes and an enhanced reference to the East Devon National Landscape and mention of consideration towards improved cycle and pedestrian pathways.
- b) Land west of Two Bridges Road, Sidford (Sidm_06a)
The number of new homes in the allocation being changed from 30 to 15 new homes. Addition of wording to require a detailed assessment and design work to conserve and enhance the East Devon National Landscape and boundary treatments.
- c) Land east of Burscombe Lane / west of Windsor Mead (Sidm_031)
Addition of wording to require a detailed assessment and design work to conserve and enhance the East Devon National Landscape. New dwellings will be expected to be single storey and access via Windsor Mead.
- d) Land south of Furzehill (Sidm_34)
A sentence in the narrative being amended to read: "Prior to the occupation of the 10th dwelling, or other timetable that may be agreed through the determination of the planning application, that part of the Sidbury to Sidmouth cycle route through the allocation should be completed and available for use."

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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 17 December 2025 at 10.00am

Councillors present: Kelvin Dent (Chair)
Chris Lockyear
Hilary Nelson
Rachel Perram
John Nicholson

Apologies: Jo Dodds
John Loudoun
Edward Willis Fleming

Also present : Town Clerk
Cllr Ian Barlow

The meeting started at 10.00 am and finished at 10.35 am

214 Declarations of Interest

| Name | Item / Reference | Type | Action Taken | Details of Interest |
|--------------------|------------------|----------|---|-------------------------------------|
| Cllr Hilary Nelson | 25/2322/TRE | Personal | Remained in the Council Chamber but did not vote. | Acquainted with the property owner. |

215 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.

216 Minutes

The minutes of the meeting of the Planning Committee held on Wednesday 26 November 2025 were agreed and signed as a true and accurate record.

217 Urgent items

- a) 25/2322/TRE
South Ward
RESOLVED: WORKS
NOTED
- 2 The Laurels, Sidmouth, Devon, EX10 8UX.
T56, Monterey Cypress - 2m crown reduction, along with crown lifting of the lower branches to provide 4m clearance above ground level. T57, Sycamore - removal of the two low branches growing westward over the grounds. T59, Holm oak - crown lift over the Laurel hedge to provide up to 5m clearance over the access road and 4m over the gardens. T55a, Monterey Cypress - 2m crown reduction and removal of failed and dead branches.

218 Applications for consideration

RESOLVED: 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 schedule 16 of the Local Government Act 1972.

219 25/2317/LBC Ms Paula Coffee 1, Fore Street, Sidmouth, Devon, EX10 8AQ.
East Ward Wright Installation of wall mounted blue plaque on front (east) elevation.

RESOLVED: NO OBJECTIONS subject to the views of the Conservation Officer.

220 25/2452/FUL Ms Laura Silcox 15 Hides Road, Sidmouth, Devon, EX10 9NE.
Primley Ward Single storey rear/side extension.

RESOLVED: NO OBJECTIONS
Members would prefer to see no plastic cladding.

221 25/2420/FUL Jacob & Lucy 2 Lower Wheathill, Sidmouth, Devon, EX10 9UA.
Primley Ward Willatts & Construction of front and rear extensions, raising the roof including dormers to
Maxwell form first floor living space. Construction of first floor balcony.

RESOLVED: NO OBJECTIONS

222 25/2318/FUL Mr J Thorne Sidmouth Town Football Club, Manstone Lane, Sidmouth, Devon, EX10 9TS.
Primley Ward Repositioning of fence and gates.

RESOLVED: NO OBJECTIONS
This matter would be considered at the next Trustee meeting.

223 25/2319/LBC Mrs Theresa 3 Porch Cottages, Church Street, Sidford, Devon, EX10 9RG.
Sidford Ward Guermellou Installation of wall mounted blue plaque on front (east) elevation.

RESOLVED: NO OBJECTIONS subject to the views of the Conservation Officer.

224 25/1985/LBC Mr Luke Fenn Pilgrim Cottage, Peak Hill Road, Sidmouth, Devon, EX10 8RZ.
South Ward Internal roof box guttering to be replaced with lead gutters which are to have
Glass Reinforced Plastic (GRP).

RESOLVED: NO OBJECTIONS subject to the views of the Conservation Officer.

225 25/2336/FUL Mr & Mrs Smith Lantern Lodge, Cotmaton Road, Sidmouth, EX10 8ST.
South Ward Extension of existing balcony to provide larger balcony. Removal of existing
rear steps to be replaced with new. Construction of new Boot Room.
Enlargement of one window.

RESOLVED: NO OBJECTIONS

226 Trees in Conservation Areas

- a) 25/2231/TCA Kingsmead, Broadway, Sidmouth, Devon, EX10 8RQ.
South Ward Cherry, remove diseased tree.

RESOLVED: NOTED

227 Tree Preservation Orders

Applications relating to Trees protected by a Tree Preservation Order.

- a) 25/0058/TPO Land at Sunningdale Cottage, Salcombe Road, Sidmouth.
Salcombe Regis Ward

RESOLVED: APPROVE subject to the conditions as set out by the Arboricultural Officer.

228 Appeals

- a) APP/U1105/D/25/33 Moorlands Farm, Lane To Barnes Surges, Mincombe Post, Sidbury, Devon,
71831 EX10 0QW.
The appeal is allowed and planning permission is granted for construction of extension including rooms in the roof for ancillary accommodation at Moorlands Farm, Lane To Barnes Surges, Mincombe Post, Sidbury, Devon EX10 0QW in accordance with the terms of the application, Ref 25/0841/FUL.

229 Unsupported decisions

None received.

230 Enforcement Letters

None received.

231 New East Devon Local Plan

Members noted that the regulation 19 consultation is underway and would be considered at the next meeting of the Planning Committee on the 14 January 2026.

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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 December 2025 at 6.30pm**

Councillors present: Edward Willis Fleming (Chair)
Hilary Nelson (Vice Chair)
Chris Lockyear
Francetta Bridle
John Nicholson

Invited Reps: Tim Shardlow - TIC Manager
Joy Carlyle - TIC
Tina Veater - Ignyte Ltd (Visit Sidmouth Tourism Promotion)

Apologies : Ian Barlow, Jo Dodds, Paul Dodds, Kevin Walker and John Loudoun

The meeting started at 6.30pm and finished at 8.30pm

PART 'A'

26 Minutes

The Minutes of the Tourism & Economy Committee meeting held on Wednesday 10 September were signed and approved as a true and accurate record.

27 Declarations of Interest

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

28 Matters of Urgency and Report

The Chair provided an update on the ongoing contract negotiations between Sidmouth Town Council and Ignyte. Members were informed that the new contract had only been received on the day of the meeting and had not yet been fully reviewed. It was agreed that the new contract would be added as an agenda item for consideration at the next meeting.

The Chair also noted that the current contract with Ignyte was due to expire on 1 April 2026.

Councillor Lockyear provided an update on the South West Water (SWW) works at The Ham. Members were informed that SWW had submitted a project plan which had been considered and supported by full Council and which contained key milestones. Work had already commenced. SWW had developed a three-phase strategy to reduce spillages:

- Installation of a 100-cubic-metre tank on The Ham
- Use of sewer-lining technology
- Re-routing surface water away from the sewer

Councillor Lockyear also assured Members that The Ham would remain available for the Folk Festival. In the event of unexpected project delays, SWW would suspend work, implement a contingency plan and install a temporary surface to ensure the festival could proceed as planned. He also agreed to prepare and distribute a fact sheet explaining the works in clear, accessible terms to reassure residents and local business owners.

Tina Veater from Ignyte agreed to produce a visitor-facing version of the same fact sheet.

29 Engagement Lead at South West Economy Hub

Alex Spalding presented an overview of the South West Visitor Economy Hub (SWVEH). He explained that the Hub was an online platform designed to support tourism, hospitality and related businesses by providing real-time, comprehensive data and insights on visitor behaviour, trends and economic impact across Devon and Somerset.

SWVEH offers annual subscription options and Members were invited to consider supporting a subscription, in return for Sidmouth-specific live data which can be accessed through the online hub. Reports and infographics are produced monthly and quarterly.

RESOLVED: That the Council would proceed with an annual subscription, which would provide access to key statistics, including average visitor spend, the impact of festivals and other significant events in the town. The annual subscription fee of £1,000 would be funded from the Tourism and Economy budget.

30 Tourism Information Centre Summary of Activities

Tim Shardlow - Tourist Information Centre (TIC) Manager, presented his report, which had been distributed to Members prior to the meeting, giving an update of TIC activities. Tim also advised Members that the 2026 Folk Festival ticketing had started and was available for purchase at the TIC.

RESOLVED: That the Sidmouth Information Centre report be noted.

31 Tourism & Promotion Finance Report

The Vice Chair presented the Tourism & Promotion Finance report for the period July to September 2025. An updated copy of the Tourism and Promotion 'Budget & Spend' report was distributed to Members at the meeting, as the original report circulated with the agenda had omitted the calculation for line item three.

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

32 Tourism & Promotion Contract Update

Tina Veater, Ignyte, presented the Ignyte Visit Sidmouth summary report. She also reassured Members that the liquidation of 'Visit Cornwall' would have no impact on 'Visit Devon,' explaining that 'Visit Cornwall' was financed by the Shared Prosperity Fund (SPF4), which concludes in March 2026, whereas 'Visit Devon' operated as a self-funded model.

RESOLVED that the Tourism and Contract update be noted.

33 'The Festival Coast' Signage

The Chair asked Members to consider the initial 'Festival Coast' concept designs, costings and potential locations. Suggested sites included Woolbrook, The Bowd, Sidmouth Triangle and the Esplanade. He advised that the signs would need to be subject to the usual Devon County Highways approval procedures.

Members reviewed the initial designs and suggested that, as some festivals occur in close succession throughout the season, the signs should be designed to promote the next two festivals.

The Chair also invited Members to consider including other towns and cross-promoting their festivals. This was noted as likely to have a positive impact on visitor numbers in Sidmouth, with visitors attending events such as the Budleigh Literature Festival potentially choosing to stay in Sidmouth.

RESOLVED that:

- a) That the 'Festival Coast' concept and potential site locations be explored further with the Town Clerk, with the recommended outcomes communicated to Full Council.
- b) That Tina Veater, Ignyte, prepare a proposal on how the 'Festival Coast' concept could progress and engage with neighbouring towns to seek their support for the cross-promotional approach.

34 Matters Raised by Invited Representatives

The Chair thanked the Sidmouth Coastal Community Hub and the Sidmouth School of Art for their outstanding contributions to the town, noting recent projects such as the Sensory Gardens and the Phone Box art.

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CHAIR OF THE TOURISM & ECONOMY WORKING GROUP

SIDMOUTH TOWN COUNCIL
Minutes of Sidmouth Town Council's
Environment Committee held in the Council Chamber,
Woolcombe House, Woolcombe Lane, Sidmouth
on Monday 8 December 2025 at 6.30pm

Councillors: Ian Barlow (Chair)
 Bernie Davis
 Stephen Blakeway
 Chris Lockyear
 Hillary Nelson
 Kevin Walker (Vice Chair)

CLlr Denise Bickley

Invited Reps:

| | | |
|------------------|-----------------------------|---------|
| Dave Bramley | (CAPS) | |
| Ed Dolphin | (Sidmouth Arboretum) | |
| Diana East | (Sidmouth Arboretum) | |
| Jan Metcalf | (River Sid Project) | |
| Charles Sinclair | (River Sid Project) | Lyndsay |
| Hooper | (River Sid Project) | |
| Stefan Drew | (Food Forest) | |
| Stuart Webster | (Friends Of the Byes) | |
| Carol Carless | (Friends Of the Byes) | |
| Roy Russell | (Sidmouth Cycling Campaign) | |

Apologies: Cllr Paul Dodds
 Cllr Mike Goodman
 Cllr Willis Fleming

Also: Jon Ball

The meeting started at 6.30pm and finished at 8.30pm

PART 'A'

105 Minutes

The minutes of the Environment Working Group meetings held on Monday 29 September 2025, With the exception of amendment to minute 101.2 omit ' and Energy Transmission' and minute 102.1 omit 'RESOLVED 1) That a budget of £500 be approved to improve public accessibilty'. And to note that Cllr Blakeway gave apologies, minutes were agreed and signed as a true record.

106 Declarations of Interest

| Name | Item Number | Type | Action Taken | Details |
|---------------------|-------------|----------|--------------------------------|--|
| Cllr Chris Lockyear | All items | Personal | Remained in the Meeting during | Member of Sidmouth Biodiversity Group Trustee of Sidmouth Arboretum |

| | | | | |
|-------------------|-----------|----------|--|---|
| | | | discussion and voting | |
| CLlr Ian Barlow | All items | Personal | Remained in the Meeting during discussion and voting | Trustee of Sidmouth Arboretum Trustee of Sidmouth School of Arts |
| CLlr Kevin Walker | All items | Personal | Remained in the Meeting during discussion and voting | Member of the VGS |

107 Matters of Urgency and Report

The Chair gave thanks to CLlr Kevin Walker for the delivery of the Volunteer leaflet.

108 Engagement

108.1 Dave Bramley updated the Committee on the Climate Awareness Sidmouth (CAPS) RAG report and the projects being incorporated back into the Vision Group Sidmouth (VGS).

RESOLVED: Dave Bramley would be resigning from CAPS and the VGS would be incorporating CAPS in their activities. The Chair and the Committee thanked Dave Bramley and Bernie Davis for their continued effort and enthusiasm and creating what CAPS and the Eco Hub are to date.

109 Built Environment

109.1 a) The Committee received the RAG report from Cherishing Sidmouth Cemeteries (CSC). The Chair of Council confirmed there would be a meeting with East Devon officers in February to discuss an acceptable way forward for all parties. The Committee would be updated in March.

b) The report was received and noted from Sidmouth Cycle Campaign.

c) The report was received and noted from the Friends of Glen Goyle.

109.2 The Chair gave an update on the road improvements. There would be a full report on the road trial in March to plan for the Year ahead.

109.3 Funding application for the purchase of a new blower for Sidmouth in Bloom.

RESOLVED: Sidmouth Town Council would fund the blower for Sidmouth in bloom for up to £650.

110 Natural Environment

110.1 Members received the RAG report from the Biodiversity Group and Food Forest. The Committee discussed what equipment was realistic for the Town Council to use on various areas in Sidmouth.

RESOLVED: The report was noted and the Chair thanked the Biodiversity Group for the work in the Town.

110.2 The Chair updated the Committee about the Local Government Reorganisation and how it might or might not have affected the work of the Town Council.

110.3 Sidmouth Arboretum hope to achieve their 14,000 target on Saturday. The Committee gave their praise about them coming under budget and under time. Members discussed the ways of celebrating their success.

110.4 The Chair gave an update on the Batiquick Water Testing, congratulating Robin Goodmans excellent presentation at the water conference.

RESOLVED: A full progress report about the Batiquick Water Testing trial would be discussed in the next meeting in March.

110.5 The River Sid Catchment Group updated the Committee on their recent visit to the Cave Estate.

RESOLVED: The Chair to write a thank you letter to Sir George Cave and family thanking them for their hospitality and ongoing river and tributaries work for the best of Biodiversity and flood resilience for Sidmouth. Members offered to aid the River Sid Catchment Group contact landowners to assist the project going forward.

110.6 The Chair welcomed the Friends of the Byes to the meeting. Members noted the reports of the challenges that they faced.

RESOLVED: The Chair agreed to act as a conduit to EDDC to encourage and strengthen the relationships with the householders backing onto the Byes.

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CHAIR OF THE ENVIRONMENT COMMITTEE

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 8 - November 2025

| | Actual Current Month | Actual Year to Date | Current Annual Budget | Budget Balance | Cummulative To + / From - EMReserves |
|---|----------------------------|---------------------------|-----------------------------|-------------------|--|
| <u>Council Services</u> | | | | | |
| 1 Youth Service Support | 0 | 21,578 | 54,000 | 32,422 | 0 |
| 2 Youth Provision income | -750 | -750 | 0 | 750 | |
| 3 Flower Beds, Planters & Watering | 0 | 12,877 | 20,000 | 7,123 | 0 |
| 4 Christmas Lighting & Events | 0 | 8,500 | 17,500 | 9,000 | 0 |
| 5 Donation to Christmas Lighting (Income) | 0 | -1,750 | -1,750 | 0 | 0 |
| 6 Tourism Promotion | 520 | 24,899 | 50,000 | 25,102 | 0 |
| 7 Tourism Promotion Income | -4,336 | -8,955 | -15,000 | -6,045 | 0 |
| 8 Verge Cutting, Town Maintenance & Weeding | 1,084 | 18,684 | 26,000 | 7,316 | 0 |
| 9 Verge Cutting DCC Grant (Income) | 0 | 0 | -5,100 | -5,100 | 0 |
| 10 Street Furniture | 0 | 0 | 2,000 | 2,000 | 0 |
| 11 Sidmouth Information Centre | 1,668 | 36,669 | 44,000 | 7,331 | 0 |
| 12 Water Fountains & Defib Mtce | 195 | 1,905 | 3,000 | 1,095 | 0 |
| 13 Dog Hygiene Bins | 0 | 0 | 2,000 | 2,000 | 0 |
| 14 War Memorials | 0 | 0 | 500 | 500 | 0 |
| 15 Parish Paths Partnership Payments | 306 | 1,712 | 0 | -1,712 | -1,712 |
| 16 Parish Paths Partnership (Income) | 0 | -4,230 | 0 | 4,230 | 4,230 |
| | -£1,313 | £111,139 | £197,150 | £86,012 | £2,518 |

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 8 - November 2025

| | Actual Current Month | Actual Year to Date | Current Annual Budget | Budget Balance | Cummulative To + / From - EMReserves |
|--|----------------------------|---------------------------|-----------------------------|-------------------|--|
| <u>Discretionary Expenditure</u> | | | | | |
| 17 Festival and Events Grant | 0 | 56,700 | 56,700 | 0 | 0 |
| 18 Special Funding Support | 0 | 31,500 | 31,500 | 0 | 0 |
| 19 Community Small Grants | 0 | 20,880 | 19,030 | -1,850 | 0 |
| 20 Sidmouth Regatta | 0 | 43,787 | 22,000 | -21,787 | 0 |
| 21 Donation to Sidmouth Regatta (Income) | -1,200 | -25,325 | -10,000 | 15,325 | 0 |
| 22 Environment Committee | 827 | 5,273 | 4,000 | -1,273 | 0 |
| 23 Donation to use of Marquee (Income) | 0 | -50 | 0 | 50 | 0 |
| 24 Community Projects | 0 | 0 | 0 | 0 | 0 |
| 25 Community Infrastructure Levy Payments | 0 | 0 | 0 | 0 | 0 |
| 26 Community Infrastructure Levy (Income) | 0 | -2,395 | 0 | 2,395 | 0 |
| 27 Rayson Bequest - Fireworks/Light Displays | 0 | 5,000 | 0 | -5,000 | -3,750 |
| 28 Rayson Bequest - Natural/Sidmouth History | 0 | 0 | 0 | 0 | 0 |
| 29 Rayson Bequest - Party/Celebrations | 0 | 0 | 0 | 0 | 0 |
| 30 Woolley Bequest Payments | 0 | 0 | 0 | 0 | 0 |
| | -£373 | £135,370 | £123,230 | -£12,140 | -£3,750 |

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 8 - November 2025

Cummulative

| | Actual Current Month | Actual Year to Date | Current Annual Budget | Budget Balance | To + / From - EMReserves |
|--|----------------------------|---------------------------|-----------------------------|-------------------|-----------------------------|
| <u>Woolcombe House</u> | | | | | |
| 31 Services Gas/Water/Elec | 366 | 2,562 | 8,500 | 5,938 | 0 |
| 32 Woolcombe House Business Rate | 0 | 8,802 | 10,500 | 1,698 | 0 |
| 33 Woolcombe House (Loan Interest&Repayment) | 0 | 7,444 | 14,890 | 7,446 | 0 |
| 34 Woolcombe House-General Maintenance | 569 | 7,299 | 10,000 | 2,701 | 0 |
| | £935 | £26,107 | £43,890 | £17,783 | £0 |

Other Property

| | | | | | |
|---|---------------|----------------|-----------------|-----------------|-----------|
| 35 Alma Lane Field | 0 | 0 | 500 | 500 | 0 |
| 36 Youth Premises Provision | 0 | 3,177 | 62,000 | 58,823 | 0 |
| 37 Manstone Sports and Play Areas | 137 | 1,374 | 3,000 | 1,626 | 0 |
| 38 Long Park & Play Area | 681 | 2,142 | 3,000 | 858 | 0 |
| 39 Long Park Public Conveniences | 1,217 | 8,801 | 45,000 | 36,199 | 0 |
| 40 The Arches | 491 | 12,420 | 35,000 | 22,580 | 0 |
| 41 The Arches Public Conveniences Servicing | 0 | 5,482 | 20,000 | 14,518 | 0 |
| 42 The Arches East (Income) | 0 | -15,908 | -28,000 | -12,092 | 0 |
| 43 Conservatory Maintenance | 0 | 264 | 2,000 | 1,736 | 0 |
| 44 Knowle Parkland & Amphitheatre | 1,100 | 12,899 | 15,000 | 2,101 | 0 |
| 45 Knowle Parkland & Amphitheatre (Income) | -388 | -388 | 0 | 388 | 0 |
| 46 Stowford Community Centre | 0 | 0 | 0 | 0 | 0 |
| 47 Fire Beacon Nature Reserve | 0 | 0 | 0 | 0 | 0 |
| 48 Fire Beacon Nature Reserve (Income) | 0 | 0 | 0 | 0 | 0 |
| 49 Sidmouth Golf Club (Income) | 0 | -5 | -5 | 0 | 0 |
| 50 Elec Pole Rent (Income) | 0 | -41 | -40 | 1 | 0 |
| | £3,238 | £30,217 | £157,455 | £127,238 | £0 |

Trust Property

The Ham

| | | | | | |
|-----------------------------|--------|---------|---------|--------|---|
| 51 The Ham Ground Mtce | 133 | 1,548 | 2,000 | 452 | 0 |
| 52 The Ham Other Mtce | 157 | 4,152 | 10,000 | 5,848 | 0 |
| 53 The Ham Play Equipment | 637 | 637 | 2,000 | 1,363 | 0 |
| 54 The Ham Utility Building | 247 | 1,745 | 20,000 | 18,255 | 0 |
| 55 The Ham 3Phase Power | 0 | 2,830 | 6,000 | 3,170 | 0 |
| 56 The Ham Rent (Income) | -1,745 | -12,389 | -11,000 | 1,389 | 0 |

Manstone

| | | | | | |
|-------------------------------|----|------|--------|-------|---|
| 57 Manstone Land Ground Mtce | 73 | 984 | 900 | -84 | 0 |
| 58 Manstone Other Maintenance | 0 | 0 | 1,600 | 1,600 | 0 |
| 59 Manstone Rent (Income) | 0 | -771 | -1,640 | -869 | 0 |

Salcombe Regis

| | | | | | |
|--|--------------|----------------|----------------|----------------|-----------|
| 60 S.R. Allotment Field | 0 | 0 | 0 | 0 | 0 |
| 61 S.R. Recreation Field | 0 | 23 | 0 | -23 | 0 |
| 62 S.R. Recreation Field Rent (Income) | 0 | -693 | -670 | 23 | 0 |
| | -£498 | -£1,934 | £29,190 | £31,124 | £0 |

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 8 - November 2025

| | Actual Current Month | Actual Year to Date | Current Annual Budget | Budget Balance | Cummulative To + / From - EMReserves | |
|-------------------------------|---------------------------------|---------------------------|-----------------------------|-------------------|--|-----------|
| <u>Members</u> | | | | | | |
| 63 | Members/Chair's Allowances | 0 | 6,149 | 7,400 | 1,251 | 0 |
| 64 | Chair's Expenses | 0 | 0 | 2,000 | 2,000 | 0 |
| 65 | Members Expenses/Training | 0 | 69 | 1,000 | 931 | 0 |
| 66 | Elections | 0 | 0 | 1,000 | 1,000 | 0 |
| 67 | Civic & Hospitality | 0 | 113 | 1,000 | 887 | 0 |
| 68 | Civic Regalia | 0 | 142 | 1,000 | 858 | 0 |
| | | £0 | £6,473 | £13,400 | £6,927 | £0 |
| <u>Staff</u> | | | | | | |
| 69 | Salaries | 14,507 | 108,260 | 160,000 | 51,740 | 0 |
| 70 | Pensions | 2,846 | 21,227 | 32,500 | 11,273 | 0 |
| 71 | Staff Eye Tests | 0 | 0 | 100 | 100 | 0 |
| 72 | Training & Conferences | 0 | 256 | 500 | 244 | 0 |
| 73 | Officers Expenses | 13 | 482 | 500 | 18 | 0 |
| | | £17,366 | £130,225 | £193,600 | £63,375 | £0 |
| <u>Office Expenses</u> | | | | | | |
| 74 | Postage | 0 | 87 | 500 | 413 | 0 |
| 75 | Stationery | 56 | 1,572 | 1,500 | -72 | 0 |
| 76 | Telephone | 0 | 3,140 | 5,500 | 2,360 | 0 |
| 77 | Subscriptions | 0 | 2,897 | 3,000 | 103 | 0 |
| 78 | Photocopier | 207 | 597 | 800 | 203 | 0 |
| 79 | Internet, website and webcams | 45 | 4,680 | 6,000 | 1,320 | 0 |
| 80 | I.T. Software Contracts | 39 | 3,918 | 4,500 | 582 | 0 |
| 81 | I.T. Maintenance Support | 2,901 | 4,130 | 6,000 | 1,870 | 0 |
| 82 | Advertisements | 0 | 0 | 1,000 | 1,000 | 0 |
| 83 | Audit | 0 | 2,080 | 2,500 | 420 | 0 |
| 84 | Insurance | 0 | 6,903 | 7,500 | 597 | 0 |
| 85 | Sundry | 107 | 239 | 1,000 | 761 | 0 |
| 86 | Bank Charges | 11 | 161 | 300 | 139 | 0 |
| 87 | Bank Interest Received (Income) | | -10,559 | -20,000 | -9,441 | 0 |
| | | £3,366 | £19,845 | £20,100 | £255 | £0 |

**Sidmouth Town Council - Detailed Income and Expenditure Report
Month 8 - November 2025**

| | Actual Current Month | Actual Year to Date | Current Annual Budget | Budget Balance | Cummulative To + / From - EMReserves |
|------------------------------------|----------------------------|---------------------------|-----------------------------|-------------------|--|
| Expense Group Totals | | | | | |
| Council Services | -1,313 | 111,139 | 197,150 | 86,012 | 2,518 |
| Discretionary Expenditure | -373 | 135,370 | 123,230 | -12,140 | -3,750 |
| Woolcombe House | 935 | 26,107 | 43,890 | 17,783 | 0 |
| Other Freehold Property | 3,238 | 30,217 | 157,455 | 127,238 | 0 |
| Trust Property | -498 | -1,934 | 29,190 | 31,124 | 0 |
| Members | 0 | 6,473 | 13,400 | 6,927 | 0 |
| Staff | 17,366 | 130,225 | 193,600 | 63,375 | 0 |
| Office Expenses | 3,366 | 19,845 | 20,100 | 255 | 0 |
| Precept Received | 0 | -778,015 | -778,015 | 0 | |
| Net Income over Expenditure | £22,721 | -£320,573 | £0 | £320,573 | -£1,232 |

| | |
|--|------------|
| Current/Deposit Bank Accounts | £1,492,715 |
| 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 | £758,881 |
| General Reserve at 1Apr24 | £227,674 |
| Balance of Precept held | £321,805 |
| Control accounts | -£4,738 |
| Outstanding Year End Creditors | |