



SIDMOUTH TOWN COUNCIL

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To: All Members of the Town Council
Town Clerk

29 January 2025

Dear Sir/Madam,

**Meeting of Sidmouth Town Council
in its Capacity as Trustee
Monday 3 February 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.

Yours faithfully,

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 Minutes To confirm the minutes of the Trustee Meeting held on Monday 6 January 2025.	3 – 5
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 Manstone Recreation Field – Sidmouth Football Club

Members are asked to consider the detailed report and request from Sidmouth Football Club regarding their proposed alterations, in response to requirements from the Football Association, at Manstone Recreation field.

Representatives of the Club will be in attendance to answer any questions.

6 – 8
Plus
documents
attached
to the
agenda
email

SIDMOUTH TOWN COUNCIL
Minutes of the meeting of Sidmouth Town Council
in its Capacity as Trustee
held in the Council Chamber, Woolcombe House, Sidmouth
on Monday 6 January 2025

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

The meeting started at 6.55pm and finished at 7.40pm.

PART 'A'

The Council, when acting as Trustee to discuss agenda items placed before it, considers economic, social, environmental and equality impacts as a whole and in making its decisions, seeks to strike a balance between the positive and negative impacts on the community in the Sid Valley. When considering issues, Town Councillors exercise their individual judgment based on the evidence before them.

18 Minutes

The minutes of the Trustee meeting held on Monday 4 November 2024 were signed as a true and accurate record.

19 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Chris Lockyear	22 Use of The Ham – Sidmouth Folk Week 2025	Personal	Remained in the meeting during discussion and voting	Folk Festival Trustee
Cllr John Loudoun	22 Use of The Ham – Sidmouth Folk Week 2025	Personal	Remained in the meeting during discussion and voting	Friend of Folk Festival

20 Matters of Urgency or Report from the Chair

- The Chair reported that he wished to raise an additional Part B item relating to recent correspondence received.

21 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.

22 Use of The Ham – Sidmouth Folk Week 31 July to 8 August 2025

Sidmouth Folk Festival had written to request use of The Ham for the 2025 Folk Festival.

Access would be needed from Wednesday 23 July to Tuesday 12 August; this included build and take down periods, allowing some snagging days.

Events would run from Thursday 31 July until Friday 8 August; hours of operation would be 9.30am to 11pm daily. Members were asked to consider the letter and application form which showed the relevant dates and times.

Concerns were raised by Members that the condition set of no single use plastics to be used and/or sold at the events had not been adhered to during the 2024 Folk Festival; Cllrs had photographs of rubbish bins full of plastic festival glasses.

RESOLVED: That permission be granted to Sidmouth Folk Week Productions to use The Ham from Wednesday 23 July to Tuesday 12 August 2025, for the 2025 Folk Festival as applied for, subject to the following conditions:

- Set up – Wednesday 23 July to Wednesday 30 July – if necessary, quiet work may be carried out between the hours of 6pm and 10pm.
(Quiet Work is defined as “Indoor work or construction activity conducted on the construction site, which is NOT audible by adjacent sites by homeowners or visitors”.)
- Festival Days – the concerts must finish no later than 10.30pm each night.
- Take down – Friday 8 August – there is to be NO de-rig work of any kind to be carried out after 11pm following the Friday evening show.
- In line with the Town Council’s Environment Policy NO single use plastics are to be used and/or sold at this event.
- The Town Clerk, Chair of Council and Chair of Tourism & Economy Committee would raise the use of single use plastics during the festival, with organisers.

23 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’

24 The Ham – Naming and Maintenance

The Chair read out a letter received which proposed renaming an area of The Ham in order to recognise and celebrate the time, effort and funds freely given by individuals over an extended period of time.

RESOLVED: That the renaming of an area of The Ham be agreed; the exact wording to be discussed with the individuals nominated.

25 Response to recent newspaper correspondence

The Chair asked Members to consider whether a response should be given in the light of recent newspaper correspondence.

RESOLVED: That as the issues in the correspondence had previous been raised and dealt with in full, a response was not deemed necessary.

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CHAIR OF THE COUNCIL

SIDMOUTH TOWN AFC

PROPOSED ALTERATIONS AT MANSTONE PARK

INTRODUCTION AND BACKGROUND

The National Stadium Accreditation Programme in the UK officially began in 2023. The programme aims to ensure that stadiums meet specific criteria for safety, facilities, and overall quality, providing a consistent and high standard across all levels of competition. This initiative was launched by The Football Association (FA) and the Premier League to standardise and modernise the ground grading processes for clubs in the National League System at Steps 1-6. Following continuous development by Sidmouth Town AFC both on and off the pitch, the 1st team are now a Step 6 level team and are currently league leaders, meaning we are very likely to enter the step 5 level. Therefore, we must meet the accreditation programme requirements for this level or potentially face demotion from the league/level.

Through project work undertaken in previous years to improve the facilities at Manstone Lane Recreation Ground, together with the continued support of the Town Council/Trustees, the club has been able to meet the required standards of the accreditation assessment in all but the following areas:-

- Pitch dimensions.
- Boundary Fencing.
- Hard Standings.
- Covered Stands.

PITCH ENLARGEMENT DETAILS AND RELATED ISSUES.

The club's football pitch does not meet the new minimum requirements for length and width for a Step 5 team, these being 100m (L) by 64m (w). Currently the pitch is just over 5m too short in length and its width needs to be increased by 2m. Additionally the pitch is not enclosed by a permanent boundary on all sides, which should be a minimum of 1.7m in height and prevents external access to the pitch/ground during matches. Currently we do not have the required number of hard standings/walkways which will need to join on three sides nor do we have the required covered spectator stands.

With the above in mind, we are asking the Trustees to consider our request to increase the pitch size, install a perimeter fence to **three** sides, install a further hardstanding/walkway and add/alter an additional covered stand - as set out on the attached plan.

As the plan indicates (thankfully), it would be possible to increase the size of the pitch by the required amount **within the existing boundary** of the ground, **without** restricting public access to the footpath that runs around the edge of the park from the football club car-park, down and behind the skatepark and out onto Manstone Lane (opposite Lidl).

With regard to the boundary fencing, the grading requirements do not specify a particular type of material as a requirement, or that any external viewing must be prevented, so we would propose this would be a green wire mesh fence of no more than 2m in height (but no

less than 1.7m). As detailed on the plan, this would be positioned around the playing and spectator areas to three sides and therefore would create **no restriction** to the existing perimeter pathways which adjoin the east and south boundaries of the ground. The proposed fencing would have gated access to the pitch area on two corners. These gates would **not be locked** and access through them by members of the public would only be restricted during and before matches (so as to satisfy the FA grading requirements).

With regard to hard standings, the grading requirements state that we must have three hard standings/walkways which adjoin. We currently have two hard standings which run along the south and west sides of the pitch linking up in the south-west corner, so we would propose a new hard standing which would run along the north side of the pitch and would link up on the north-west corner, therefore giving us three hard standings/walkways which all adjoin.

With regard to covered stands, the grading requirements state that we must have covered stands for 200 spectators. We currently have covered stands for 100 spectators, via a seated stand for 50 and covered standing for 50. These are both situated to the south side of the pitch alongside the skatepark. We would propose new seated stands which would butt up against the existing 50 seated stand therefore accommodating 200 spectators. All the above being marked on the attached plan.

MUTUAL CONSIDERATIONS

As the Trustees will be aware, the current agreement in place means that the football club, by arrangement, look after the general upkeep of the ground and its environs throughout the year. This includes the cutting of the whole of the park grassed area, trimming and tidying as well as the necessary clearance of rubbish/waste and dog mess. Since the skatepark has been in place there has been a marked increase in the amount of rubbish, often beer cans and broken glass bottles, which the club have to clear from the pitch and grounds on a frequent basis to make play possible and ensure crowd and player safety.

Recently our covered spectator stand has been vandalised with a number of the Perspex roofing panels being smashed. We estimate these will cost around £1000 to replace. With this in mind we believe that our proposal to install fencing around three sides (including that which runs along the skatepark end) could mitigate the amount of future damage to the pitch and ground infrastructure. In addition, it will satisfy the requirements of the Football Association as well as keeping the public, park users and dog walkers safe.

CONCLUSION

We hope the foregoing amply sets out the reasoning behind our request and we are happy to answer any questions you may have. Thank you, not only for your time today, but also for your positive support for the football club over the years in helping us to develop and progress. Without this continued support our 1st team would not be playing at the highest level we have ever played at, with the potential to bring Western League football to the Town for the first time in its history. We currently sit at the top of the South-West Peninsula League (East Division). Not only are we proud to run three senior teams on a Saturday afternoon but for the first time, from this season, an under 18s team on a Sunday.

Through our continued progression we are now able to offer football/physical team-based activities to over 150 young people from in and around the Town. We also have a thriving clubhouse which is one of the busiest community facilities in the area. Through a combination of diligence, good housekeeping and an ongoing productive partnership with Sidmouth Town Council we are bucking the trend in terms of other football clubs within the wider region, many of whom are struggling to remain viable.

Respectfully submitted for your consideration.

Sidmouth Town Football Club Committee