



SIDMOUTH TOWN COUNCIL

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To: All Members of the Town Council
Town Clerk

27 May 2026

For information:

District Councillor for Sidmouth

County Councillor for Sidmouth

Dear Sir/Madam,

Meeting of Sidmouth Town Council Monday 1 June 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,

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 18 May 2026. | 4 – 8 |
| 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 no items which the 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 Advocates, Councillor Dodds and Councillor Bridle.
(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 the report of the Planning Committee meeting held on Wednesday 13 May 2026. 9 – 12
8.2 Tourism & Economy Committee
To receive an update, if appropriate, from the Chair of the Tourism and Economy Committee
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 13 – 16
To receive the report of the Youth Provision Committee meeting held on Tuesday 19 May 2026.
- 9 **Reports from Members with Special Responsibilities**
9.1 Finance Report 17 – 20
To receive the Finance Report for April 2026.
9.2 Other Reports from Members with Special Responsibilities
To receive other notified reports from other Members.

- 10 **Legacy Bequest**
 To note that a legacy has been received from the estate of Julia Everett for “the upkeep of the flowers and public places”. As with other bequests, it is recommended that the funds are kept in an earmarked reserve for the specified future use. A letter of thanks has been passed on to the family of Julia Everett.
- 11 **Request for contribution towards repairs at Connaught Gardens**
 Members are asked to consider a request from East Devon District Council’s Cabinet for a contribution from the Town Council towards works to secure the wall above the undercliff path to enable the path to reopen and for the full reopening of Connaught gardens.
 Work costs are potentially going to be high and are currently unfunded. The District Council however hopes that a more cost effective option will present itself and that can be built prior to the main summer season.
- 12 **Market Place**
 Members are asked to consider the report which details works to date on the Sidmouth Market Place Building and recommendations from the Strategic Tourism Development Working Group.

21-26

Forthcoming meetings:

JUN	Wed	03 PLANNING COMMITTEE
	Mon	15 ENVIRONMENT COMMITTEE
	Wed	17 TOURISM & ECONOMY COMMITTEE
	Wed	24 PLANNING COMMITTEE
JUL	Mon	06 COUNCIL
	Wed	15 PLANNING COMMITTEE

SIDMOUTH TOWN COUNCIL
Minutes of the Annual Meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 18 May 2026 at 6.30pm

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

The meeting started at 6.30pm and finished at 7.25pm.

PART 'A'

1 Election of the Chair of the Council

It was proposed by Councillor Lockyear and seconded by Councillor Dent that Councillor Nelson be elected to the position of Chair of Sidmouth Town Council for the forthcoming year. There being no other nominations; Councillor Nelson was duly elected Chair of Sidmouth Town Council for the forthcoming year.

Councillor Nelson read and signed the Chair's Declaration of Acceptance of Office.

2 Appointment of the Vice Chair of the Council

It was proposed by Councillor Nelson and seconded by Councillor Barlow that Councillor Paul Dodds be appointed Vice Chair of Sidmouth Town Council for the forthcoming year. There being no other nominations; Councillor Dodds was duly appointed Vice Chair of Sidmouth Town Council for the forthcoming year.

Councillor Dodds read and signed the Vice Chair's Declaration of Acceptance of Office.

3 Minutes

The minutes of the meeting of the Town Council held on Monday 13 April 2026 were signed as a true and accurate record.

4 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Stuart Hughes	Community Centre Annual Report	Personal	Remained in the meeting during discussion and voting	Director of Stowford Community Centre

5 Matters of Urgency or Report from the Chair

The Chair gave an update to Members on the previously agreed Town Surgeries. It was reported that the first had been booked for Friday 29th May at Sidmouth Library and the second on Friday 26th June at Stowford Community Centre. Both from 10-12pm.

6 Public Open Question Time

There were no questions raised.

7 Committee/Working Group Membership

RESOLVED:

1) that nominations for the Committee/Working Group Memberships as listed in the agenda papers, be approved:

Planning Committee

Tourism, Economy, Arts & Culture Committee (*with the addition of Councillor Perram*)

Environment Committee

Youth Provision Committee

Council Resources Review Working Group

Parish Paths Partnership Working Group (P3)

Emergency Working Group

Past Chairs and Personnel Working Group

Sidmouth Regatta Working Group

2) that the following appointments be made:

Planning Committee

It was proposed by Councillor Barlow and seconded by Councillor Lockyear that Councillor Dent be appointed to the position of Chair of the Planning Committee for the forthcoming year.

It was proposed by Councillor Dent and seconded by Councillor Lockyear that Councillor Perram be appointed to the position of Vice Chair of the Planning Committee for the forthcoming year.

Tourism & Economy Committee

It was proposed by Councillor Nelson and seconded by Councillor Barlow that Councillor Willis Fleming be appointed to the position of Chair of the Tourism & Economy Committee for the forthcoming year.

It was proposed by Councillor Paul Dodds and seconded by Councillor Willis Flemming that Councillor Nelson be appointed to the position of Vice Chair of the Tourism, Economy, Arts & Culture Committee for the forthcoming year.

Environment Committee

It was proposed by Councillor Paul Dodds and seconded by Councillor Lockyear that Councillor Barlow be appointed to the position of Chair of the Environment Committee for the forthcoming year.

It was proposed by Councillor Paul Dodds and seconded by Councillor Barlow that Councillor Hughes be appointed to the position of Vice Chair of the Environment Committee for the forthcoming year.

Youth Provision Committee

It was proposed by Councillor Dent and seconded by Councillor Willis Flemming that Councillor Paul Dodds be appointed Chair of the Youth Provision Committee for the forthcoming year.

It was proposed by Councillor Nelson and seconded by Councillor Paul Dodds that Councillor Bridle be appointed Vice Chair of the Youth Provision Committee for the forthcoming year. Thanks were expressed to the outgoing Chair and Vice Chair, Councillors Perram and Davis for their efforts during the past year.

8 Members with Special Responsibilities

RESOLVED: that the nominations listed in the agenda papers for Members with Special Responsibilities be approved.

9 Representatives on Outside Bodies

RESOLVED: that the nominations listed in the agenda papers for Town Council representatives on outside bodies be approved, with the addition of Councillor Barlow and Councillor Paul Dodds to the Sidmouth W.H.A.T Group.

10 Register of Members' Interests and Register of Gifts and Hospitality

Members were reminded to update their registers in respect of Members' Interests and gifts/hospitality, if necessary.

11 Members' Allowances

Members were reminded to notify the Town Clerk if they were not claiming a Members' Allowance; otherwise, back payments would be made for 2026/2027.

12 Council Property

Members noted that the Deeds and Trust documents in the custody of the Town Council were available for Members' inspection on request to the Town Clerk.

13 Community Centre Annual Report

Members received and noted the annual Community Centre report.

14 Standing Orders

Members confirmed and noted that no changes had been made to Sidmouth Town Council's Standing Orders as issued with the agenda papers.

15 Financial Regulations

Members confirmed and noted that no changes had been made to Sidmouth Town Council's Financial Regulations as issued with the agenda papers

16 Code of Conduct

Members confirmed and noted that no changes had been made to Sidmouth Town Council's Code of Conduct as issued with the agenda papers.

17 Internal Audit

Members received and agreed Sidmouth Town Council's Internal Audit Schedule as issued with the agenda.

18 General Risk Register

Members received and noted the Sidmouth Town Council General Risk Register. It was noted that there were a small number of outstanding issues including inspection of all Council assets and a lone worker policy which the Town Clerk and Member for Finance were working on and which would be updated in the document by July Council.

19 Council Policies

Members received and agreed the following Council guidance documents and policies; Neighbourhood Plan, Environment Policy, Information Data Protection Policy, Retention and Disposal Policy, Safeguarding Policy, Publication Policy, Equality Policy and Guidelines on events in the Sid Valley.

20 Police and Police Advocate Report

Councillor Paul Dodds reported that the number of antisocial behaviour crimes were down compared to previous months however thefts were slightly higher. It was also reported there had been some structural changes within the policing division.

21 Committee/Working Group Reports

21.1 Planning Committee Reports

Councillor Dent, Chair of the Planning Committee, presented the reports of the Planning Committee meetings held on Wednesdays 1 and 22 April 2026.

RESOLVED: That the Planning Committee reports be noted and decisions agreed.

21.2 Environment Committee Report

Councillor Barlow, Chair of the Environment Committee, reported the next meeting of the Environment Committee would be held on Monday 15 June 2026.

21.3 Tourism, Economy, Arts and Culture Committee Report

Councillor Willis Flemming, Chair of the Tourism, Economy, Arts and Culture Committee, reported he'd had a meeting with Tina Veater from Ignyte to discuss updating the website and the Town Plan. It was also reported that Councillor Willis Flemming will be liaising more with Sidmouth Chamber of Commerce.

21.4 Council Resources Working Group

Councillor Nelson reported the next meeting of the Strategic Tourism and Development Group would be Tuesday 19 May 2026.

21.5 Youth Provision Committee

Councillor Perram reported the open access sessions were currently on hold due to a change in management at Sidmouth International School.

22 Reports from Members with Special Responsibilities

22.1 Finance Report

a) Members were asked to note that Cllr Lockyear, Member with Special Responsibility for Finance, had verified the bank reconciliations for all accounts, as at the end of March 2026.

RESOLVED: That in accordance with section 2.2 of the Town Council's Financial Regulations, Members noted that Cllr Lockyear, Member with Special Responsibility for Finance, had verified the bank reconciliations for all accounts, as at the end of March 2026.

b) Councillor Lockyear presented the Finance Report for the year ending 31 March 2026.

RESOLVED: that the Finance Report for the year ending 31 March 2026 be noted and agreed.

22.2 South West Water Update

Councillor Lockyear updated Members on the progress of the South West Water work at The Ham. The tank construction was on track and expected completion was on schedule. Councillor Lockyear also confirmed the temporary surface would be in place for both

Sidmouth Folk Festival and Sidmouth Regatta to use The Ham. After these events, The Ham lawn would be re-turfed.

23 Annual Return – Internal Audit Report 2025/26

The Council's Internal Auditor, Mr. Adrian Harris, had undertaken the audit of the Council's accounts.

Attached with the agenda was a copy of Mr Harris' letter and the Internal Audit Report for Members consideration.

Members thanked the Council's staff finance team for their professionalism and thorough work. The Town Clerk also thanked the staff for their hard work and support.

RESOLVED: that the Internal Auditor's Report be noted and agreed.

24 Annual Return- Governance Statement 2025/26

Members were asked to consider and approve the Annual Governance Statement.

RESOLVED: that Annual Governance Statement be noted and agreed.

25 Annual Return– Accounting Statements 2025/26

Members were asked to consider and approve the Accounting Statement which had been duly certified and signed by the Town Clerk/RFO.

Following approval by Council, the Accounting Statement would be signed by the Chair.

RESOLVED: that the Statement of Accounts be noted and agreed for signing by the Chair.

26 Timetable of Meeting Dates for 2026/27

Members noted and agreed the list of meeting dates for the 2027/27 civic year.

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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 13 May 2026 at 10.00am

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

Also present : Cllr Ian Barlow

The meeting started at 10.00 am and finished at 11.00 am

448 Declarations of Interest

Name	Item / Reference	Type	Action Taken	Details of Interest
Cllr Hilary Nelson	26/0728/FUL	Personal	Remained in the chamber and did not take part in the discussion and voting.	Neighbouring property owner

449 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.

450 Minutes

The minutes of the meeting of the Planning Committee held on Wednesday 22 April 2026 were agreed and signed as a true and accurate record.

451 Urgent items

None received

452 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.

453	26/0837/FUL North Ward	Philippa McGimpsey	6 Woolbrook Rise, Sidmouth, EX10 9UB. Retrospective permission for a small extension to the existing terrace, and further approval for a further small extension to the terrace with new balustrading.
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RESOLVED: NO OBJECTIONS

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|------------|------------------------------------|----------------------|--|
| 454 | 26/0716/LBC
Salcombe Regis Ward | Miss Hannah
Jones | 2 Sid Bank Sid Lane, Sidmouth, EX10 9AW.
Remove and re-render front (west) elevation. |
|------------|------------------------------------|----------------------|--|

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

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|------------|------------------------------------|--------------------|---|
| 455 | 26/0563/FUL
Salcombe Regis Ward | Mr Peter
Madden | Vale View Heights, Fortescue Road, Sidmouth, EX10 9QG.
Demolition of existing escape stairs and erection of an extension comprising replacement stairs, basement storage, and 6 no bedrooms. |
|------------|------------------------------------|--------------------|---|

RESOLVED: NO OBJECTIONS

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|------------|-----------------------------|------------------------|---|
| 456 | 25/2497/FUL
Sidbury Ward | John and Jackie
Gay | Valley View, Sidbury, Sidmouth, EX10 0QR.
Proposed demolition of existing dwelling and attached building and replacement with 1 no. dwellinghouse, and detached garage |
|------------|-----------------------------|------------------------|---|

RESOLVED: NO OBJECTIONS

Members reiterated their comments however, on the previous application in relation to the main dwelling: Members would like further consideration to be given to renovating the existing dwelling. If this were not feasible, they considered that the replacement building should be constructed in a similar architectural style and using materials that reflected the character and appearance of the original farmhouse.

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| 457 | 26/0728/FUL
South Ward | Mr Ali Rad (Arsh
Holdings
Ltd) | Rosebank Bungalow, The Richmond Hotel, Elysian Fields, Sidmouth, EX10 8UH.
Remove manager's occupancy condition and revise the red line boundary. |
|------------|---------------------------|--------------------------------------|--|

RESOLVED: NO OBJECTIONS

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| 458 | 26/0686/FUL
South Ward | Mr G Hall | Sidmouth Harbour Hotel, Manor Road, Sidmouth, EX10 8RU.
Installation of 2 No. pedestal mounted EV charging points with each with two outlets for the simultaneous charging of 2 vehicles and associated pole mounted sign. |
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RESOLVED: NO OBJECTIONS

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| 459 | Trees in Conservation Areas
None received | | |
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| 460 | Tree Preservation Orders
Applications relating to Trees protected by a Tree Preservation Order. | | |
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| a) | 26/0533/TRE
North Ward | | 8 Ashley Crescent, Sidmouth, EX10 9UE.
Atlas Cedar: crown reduction by 1m, all over. |
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NOTED

- b)** 26/0634/TRE Knowle Grange, Knowle Drive, Sidmouth, EX10 8HN.
South Ward T1, T2, T3, Yew - trim annual regrowth, annually for next five years.

NOTED

461 Notification of a new Tree Preservation order

None received.

462 Appeals

None received.

463 Unsupported decisions

- a)** 25/2086/FUL Mr & Mrs Kirk 2 Sidlands, Sidmouth, Devon, EX10 8UE.
South Ward Increase in roof pitch, addition of dormers to the South elevation, roof lights and dormer window on the North elevation and addition of cladding.
STC: DID NOT SUPPORT EDDC: APPROVED
- b)** 25/2068/FUL Mr Dom Narey 17 Balfours, Sidmouth, EX10 9EF.
West Ward Proposed single storey side extension, construction of ramp and balustraded steps to the rear and addition of cladding and render.
STC: DID NOT SUPPORT EDDC: APPROVED
- c)** 25/2058/FUL Mr Alistair Woodlands, Salcombe Regis, Devon, EX10 OPD
Salcombe Regis Ward Franks Replacement dwelling – demolish existing bungalow and replace with new bungalow
STC: DID NOT SUPPORT EDDC: APPROVED
- d)** 26/0144/FUL Mr John Springfield Farm, Sidbury, Sidmouth, EX10 0QJ.
Sidbury Ward Northover Conversion of existing agricultural barn to provide a single dwelling house with associated parking.
STC: DID NOT SUPPORT EDDC: APPROVED
- e)** 25/2486/FUL Mr & Mrs B 15 Arcot Park, Sidmouth, EX10 9HP.
South Ward Sansom Removal of conservatory and single storey rear extension with replacement single/two storey extension. Front porch extension and new access door with covered porch to the side of the building. Addition of cladding and removal of chimney stack.
STC: DID NOT SUPPORT EDDC: APPROVED
- f)** 25/2559/VAR Chris Shrubbs Strathallan, Sid Lane, Sidmouth, Devon, EX10 9AW.
Salcombe Regis Ward Variation of condition 1 (approved plans) on planning permission 25/1603/VAR (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); proposed changes to projecting gable.

STC: DID NOT SUPPORT EDDC: APPROVED

- g)** 25/2610/FUL Mr & Mrs Meadow Lea, Boughmore Road, Sidmouth, EX10 8SH.
 South Ward Morgan Demolition of existing garage, construction of a 3-bed detached
 dwelling with garage, parking and associated infrastructure.

STC: OBJECT EDDC: APPROVED

New East Devon Local Plan

- 464** It was noted that recent regulatory changes announced by the government meant that East Devon District Council could submit its draft local plan by the end of the year without suffering any negative consequences. It was likely that the District Council would take advantage of this extra time to refine the document before submission.

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CHAIR OF THE PLANNING COMMITTEE

SIDMOUTH TOWN COUNCIL

Minutes of the Meeting of the Youth Provision Committee, held at the Council Chamber, Woolcombe House, Sidmouth, on Tuesday 19 May 2026 at 10.00am

Councillors Present: Paul Dodds (Chair)
Ian Barlow
Stuart Hughes
Chris Lockyear
Hilary Nelson
John Nicholson
Rachel Perram

Apologies: Francetta Bridle (Vice Chair)
Bernie Davis

The meeting started at 10:00am and finished at 12:30pm

1 Minutes

The minutes of the meeting of the Youth Provision Committee held on Tuesday 3 February 2026 were signed as a true and accurate record.

2 Declarations of Interest

Name	Type	Action Taken	Details of Interest
Cllr Rachel Perram	Personal	Remained in the Council Chamber and took part during voting and discussion	Daughter formerly employed by Sidmouth International School.

3 Matters of Urgency or Report from the Chair

No matters of urgency were reported.

4 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

5 Service Review - Open Access Sessions

The Committee received a report on the Open Access Sessions at Sidmouth International School covering September 2025 to March 2026. The Project Officer and Cllr Dodds updated Members on negotiations for further sessions and on strengthening links between the Council and the School. A new contract was proposed to clarify responsibilities relating to safeguarding, staffing, and programme delivery. Parents had continued to receive weekly updates on progress towards restarting Youth Club sessions.

RESOLVED: That:

- 1) the update on Open Access Sessions at Sidmouth International School be noted.
- 2) the Project Officer and Chair of the Youth Provision Committee continue to negotiate a further six-month contract with Sidmouth International School for the provision of open access sessions.

6 Mental Health Youth Worker Project

The Committee received an update on the Mental Health Youth Worker Project, which had transferred from Young Devon to Action East Devon in the New Year. The service was reported to be operating successfully and providing valued support to participants and Sidmouth College. The Q4 report for January-March 2026 had not yet been received.

7 Headlight Sidmouth Project

Judith O'Neill of Action East Devon had provided a written update stating that the Headlight Sidmouth service, supporting young people aged 11–18 with mental health difficulties, had been delayed until September 2026 for operational reasons.

8 Parental Minds

The Committee received a written report from Parental Minds on support provided to caregivers and families in the Sid Valley through Sid Valley Help 2025/26. Sidmouth Town Council had contributed £8,000 towards the project, funding 87 hours of service. The service provided practical guidance and emotional support to families managing children's mental health and wellbeing challenges.

RESOLVED: That the report be noted.

9 Feedback from Third Parties

Wellbeing and Health Action Team

The Committee had received a written presentation from the WHAT Group.

RESOLVED: That the presentation of the WHAT Group be noted.

10 Sidmouth College Student Council

Cllr Dodds updated Members on plans to invite the Sidmouth College Student Council to the Youth Provision Committee meeting in November 2026 to provide their perspectives and feedback.

RESOLVED: That an invitation be extended to the Sidmouth College Student Council to attend the Youth Provision Committee meeting on Tuesday 17 November 2026.

11 Residents' Petition

The Committee received a written report on the petition of residents presented to Full Council on 2 March 2026 much of which contained suggestions regarding youth service provision.

RESOLVED: That the report be noted.

12 Projects

Youth @ Sidmouth

The Project Officer updated the Committee on development of the Youth@Sidmouth website and Youth Directory content.

RESOLVED: That the Committee continues to manage the Get Involved Grant (GIG) and working with

Sidmouth College in preparation for the project relaunch.

13 Get Involved Grants (GIG)

Cllr Dodds outlined a strategy to increase uptake of the Get Involved Grant (GIG) scheme and proposed a new online application process for the 2026/27 academic year, as detailed in the accompanying flow chart. Members discussed promoting the scheme directly to pupils aged eight and over, including distribution of leaflets in schools and increased engagement with pupils and parents through social media. It was noted that Sidmouth College had launched a Facebook page which could be used to advertise the scheme. Cllr Dodds also intended to meet with the College and Governors to explore further promotional opportunities.

Members suggested setting up information stalls at Sidmouth primary and secondary schools to raise awareness of the scheme. The possibility of approaching local gyms, including LED, to support funded summer memberships for young people was also discussed.

A proposal was made to hold a competition on 23 June 2026, offering cash prizes for social media content promoting clubs participating in the scheme.

RESOLVED: That

Sidmouth Town Council allocate £200 towards competition prizes as part of the GIG promotional process.

PART 'B'

14 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'

The Committee reaffirmed the discussion and aims held in the Part B meeting of the Youth Provision Committee on 20th May 2025.

Sidmouth Town Council aimed to work with partner organisations to support young people in the Sid Valley and ensure they had access to a network of activities and opportunities that was:

- Accessible by a wide range of young people;
- Informed by the voice of young people;
- Fun and engaging to significant numbers of young people;
- Robust and sustainable, financially and structurally;
- Good value for money.

Provision of youth services, as well as support for education and children's services was the statutory responsibility of Devon County Council. Sidmouth Town Council has neither the financial resources nor expertise to replace those services.

Sidmouth Town Council would work as effectively as possible within the broader framework of statutory and non-statutory provision for young people, concentrating on low level intervention and strengths-based generalist support for young people.

This may include directly commissioning services or facilitating young people to access services run by third parties.

Next Meetings

- 1 June: Council
- 3 June: Planning Committee
- 15 June: Environment Committee
- 17 June: Tourism & Economy Committee

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CHAIR OF THE YOUTH PROVISION COMMITTEE

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 1 - April 2026

			Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
<u>CODES</u>							
<u>Council Services</u>							
1	4105	Asset Management	£23	£23	£70,000	£69,977	
2	4110	Youth Service Support	4,714	£4,714	56,000	£51,286	
3	4115	Youth Provision Income	0	£0	0	£0	
4	4120	Flower Beds, Planters & Watering	0	£0	21,000	£21,000	
5	4130	Christmas Lighting & Events	0	£0	18,375	£18,375	
6	1000	Donation to Christmas Lighting (Income)	0	£0	-1,750	-£1,750	
7	4140	Tourism Promotion	3,850	£3,850	50,000	£46,150	
8	1005	Tourism Promotion Income	361	£361	-15,000	-£15,361	
9	4150	Verge Cutting, Town Maintenance & Weeding	1,084	£1,084	27,000	£25,916	
10	1010	Verge Cutting DCC Grant (Income)	0	£0	-5,500	-£5,500	
11	4170	Street Furniture	0	£0	0	£0	
12	4180	Sidmouth Information Centre	0	£0	45,220	£45,220	
13	4190	Water Fountains & Defib Mtce	0	£0	3,000	£3,000	
14	4200	Dog Hygiene Bins	0	£0	2,500	£2,500	
15	4240	War Memorials	0	£0	500	£500	
16	4250	Parish Paths Partnership Payments	0	£0	2,000	£2,000	
17	1020	Parish Paths Partnership (Income)	0	£0	-2,000	-£2,000	
			£10,032	£10,032	£271,345	£191,336	0
<u>Discretionary Expenditure</u>							
18	4301	Festival and Events Grant	62,200	62,200	62,000	-200	
19	4302	Special Funding Support	26,500	26,500	26,500	0	
20	4303	Community Small Grants	23,283	23,283	23,483	200	
21	4350	Sidmouth Regatta	6,258	6,258	25,000	18,742	
22	1100	Donation to Sidmouth Regatta (Income)	0	0	-11,500	-11,500	
23	4381	Environment Committee	4,886	4,886	4,000	-886	
24	1120	Donation to use of Marquee (Income)	0	0	-100	-100	
25	4410	Community Infrastructure Levy Payments	0	0	0	0	
26	1130	Community Infrastructure Levy (Income)	-10,839	-10,839	-1,000	9,839	10,839
27	4423	Rayson Bequest - Fireworks/Light Displays	2,350	2,350	0	-2,350	-2,350
28	4424	Rayson Bequest - Natural/Sidmouth History	0	0	0	0	
29	4425	Rayson Bequest - Party/Celebrations	0	0	0	0	
30	4490	Woolley Bequest Payments	0	0	0	0	
			£114,638	£114,638	£128,383	£13,745	8,489

Cummulative

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 1 - April 2026

<u>CODES</u>			Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	To + / From - EMReserves
<u>Woolcombe House</u>							
31	4500	Services Gas/Water/Elec	248	248	8,925	8,677	
32	4510	Woolcombe House Business Rate	5,768	5,768	11,025	5,257	
33	4520	Woolcombe House (Loan Interest&Repayment)	0	0	14,890	14,890	
34	4530	Woolcombe House-General Maintenance	671	671	25,000	24,329	
			£6,687	£6,687	£59,840	£53,153	0
<u>Other Property</u>							
35	4600	Alma Lane Field	0	0	500	500	
36	4610	Youth Premises Provision	0	0	0	0	
37	4620	Manstone Sports and Play Areas	0	0	3,000	3,000	
38	4630	Long Park & Play Area	1,726	1,726	3,500	1,774	
39	4631	Long Park Public Conveniences	0	0	5,000	5,000	
40	4632	Long Park Public Conveniences Servicing	0	0	22,000	22,000	
41	4640	The Arches	1,300	1,300	35,000	33,700	
42	4641	Arches Public Conveniences servicing	2,245	2,245	28,000	25,755	
43	1350	The Arches East (Income)	0	0	-29,148	-29,148	
44	4650	Conservatory Maintenance	1,410	1,410	10,000	8,590	
45	4660	Knowle Parkland & Amphitheatre	5,780	5,780	15,000	9,220	
46	1360	Knowle Parkland & Amphitheatre (Income)	0	0	-1,000	-1,000	
47	4680	Fire Beacon Nature Reserve	0	0	0	0	
48	1310	Fire Beacon Nature Reserve (Income)	0	0	0	0	
49	1320	Sidmouth Golf Club (Income)	0	0	-5	-5	
50	1330	Elec Pole Rent (Income)	0	0	-40	-40	
			£12,461	£12,461	£91,807	£79,346	0
<u>Trust Property</u>							
<u>The Ham</u>							
51	4750	The Ham Ground Mtce	133	133	2,100	1,967	
52	4760	The Ham Other Mtce	6,724	6,724	12,000	5,276	
53	4770	The Ham Play Equipment	0	0	0	0	
54	4781	The Ham Utility Building	620	620	2,000	1,380	
55	4790	The Ham 3Phase Power	0	0	6,320	6,320	
56	1400	The Ham Rent (Income)	-1,500	-1,500	-12,100	-10,600	
<u>Manstone</u>							
57	4800	Manstone Land Ground Mtce	73	73	950	877	
58	4810	Manstone Other Maintenance	0	0	1,600	1,600	
59	1410	Manstone Rent (Income)	-200	-200	-1,427	-1,227	

Salcombe Regis

60	4830	S.R. Allotment Field	0	0	0	0
61	4840	S.R. Recreation Field	0	0	0	0
62	1430	S.R. Recreation Field Rent (Income)	0	0	-670	-670
			£5,850	£5,850	£10,773	£4,923
			0			

Sidmouth Town Council - Detailed Income and Expenditure Report**Month 1 - April 2026**

							Cummulative
<u>CODES</u>			Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	To + / From - EMReserves
<u>Members</u>							
63	4900	Members/Chair's Allowances	0	0	7,600	7,600	
64	4910	Chair's Expenses	348	348	2,000	1,652	
65	4920	Members Expenses/Training	0	0	1,000	1,000	
66	4930	Elections	0	0	0	0	
67	4940	Civic & Hospitality	0	0	0	0	
68	4950	Civic Regalia	0	0	1,000	1,000	
			£348	£348	£11,600	£11,252	0
<u>Staff</u>							
69	5000	Salaries	14,608	14,608	191,000	176,392	
70	5010	Pensions	2,560	2,560	38,000	35,440	
71	5020	Staff Eye Tests	0	0	100	100	
72	5030	Training & Conferences	0	0	1,500	1,500	
73	5040	Officers Expenses	25	25	500	475	
			£17,193	£17,193	£231,100	£213,907	0
<u>Office Expenses</u>							
74	5120	Postage	172	172	525	353	
75	5130	Stationery	0	0	1,650	1,650	
76	5140	Telephone	1,078	1,078	5,775	4,697	
77	5150	Subscriptions	3,003	3,003	3,150	147	
78	5160	Photocopier	0	0	840	840	
79	5170	Internet, website and webcams	1,500	1,500	6,300	4,800	
80	5180	I.T. Software Contracts	967	967	4,725	3,758	
81	5190	I.T. Maintenance and Equipment	0	0	6,300	6,300	
82	5200	Advertisements	0	0	1,050	1,050	
83	5210	Audit	0	0	2,625	2,625	
84	5220	Insurance	0	0	8,000	8,000	
85	5230	Sundry	53	53	1,050	997	
86	5240	Bank Charges	11	11	315	304	
87	1700	Bank Interest Received (Income)	-2,805	-2,805	-21,000	-18,195	
			£3,979	£3,979	£21,305	£17,326	0

**Sidmouth Town Council - Detailed Income and Expenditure
Report
Month 1 - April 2026**

					Cummulative
					To + / From -
					EMReserves
Expense Group Totals	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	
Council Services	10,032	10,032	271,345	261,313	0
Discretionary Expenditure	114,638	114,638	128,383	13,745	8,489
Woolcombe House	6,687	6,687	59,840	53,153	0
Other Freehold Property	12,461	12,461	91,807	79,346	0
Trust Property	5,850	5,850	10,773	4,923	0
Members	348	348	11,600	11,252	0
Staff	17,193	17,193	231,100	213,907	0
Office Expenses	3,979	3,979	21,305	17,326	0
1076 Precept Received	-413,077	-413,077	-826,153	-413,076	0
Net Income over Expenditure	£241,889	-£241,889	£0	£241,889	8,489

200	Current/Deposit Bank Accounts	£1,484,847
	of which:	
322	Woolley Bequest	£2,963
323	Rayson Bequest Fireworks/Light Displays	£49,710
324	Rayson Bequest Natural/Sidmouth History	£65,709
325	Rayson Bequest Party/Celebrations	£64,208
320 to 332	Earmarked Reserves	£858,562
	General Reserve at 1Apr25	£237,805
	Balance of Precept held	£233,400
	Control accounts	-£27,029
	Outstanding Year End Debtors/Creditors	£0

Report to: Council
Date of Meeting: 1 June 2026
Public Document: Yes
Exemption: None



Recommendations from the Strategic Tourism Development Working Group on Market Place Building

Report Summary:

This report provides an update on the preparation, interim use, publicity arrangements and potential long-term future of the Marketplace Building. The building has recently been cleared of equipment left by the previous tenant and initial inspections have identified a need for redecoration, repairs and safety works before public use can commence.

The report also outlines proposals for interim community and commercial use.

RECOMMENDED:

that having obtained a licence to clear and use from EDDC, Sidmouth Town Council supports the limited renovation of the Market Place building creating a clean open space with walls, windows, doors and ceiling repaired and repainted. Slipped roof tiles will be replaced as necessary. A limited worktop and functioning sink and drainage should be installed. The budget allocated for this work will be £10,000. These monies will come from reserves and CIL funds.

The building should be offered rent free to interested parties for the remainder of 2026. Any commercial occupant will be requested to make a voluntary donation to the Airshow of a suggested 10% of turnover. The objective in part will be to experiment with different uses for the building so a better-informed decision can be made over long term usage.

A public consultation should be held asking residents and visitors how they think the building should be used in the future. Responses will be collected via an online form on the STC website. Requests will be made via press, social media, notices and the Council website.

This will be managed by the Strategic Tourism Development Working Group with recommendations coming to Council for any final decision.

Financial Implications:

An initial informal estimate of approximately £10,000 has been identified for immediate preparatory works including redecoration, cleaning and minor repairs. Competitive quotations are being sought from contractors.

Additional expenditure may arise from:

- Roof inspections and potential repairs
- Security improvements and lock changes
- Signage design and installation
- Insurance and utilities
- Potential Wi-Fi provision.

Commercial users will be asked to make a voluntary contribution towards operating costs. Under the current arrangements with EDDC, formal rent cannot be charged.

Legal Implications:

The building is currently occupied under a licence arrangement pending agreement of a one-year lease between EDDC and STC. A longer-term solution is being investigated.

The building is not listed but is situated within a Conservation Area, and therefore any external alterations or signage may require appropriate permissions.

Although an asbestos survey undertaken by CASA Environmental Services Ltd did not identify asbestos, the report notes that some areas were inaccessible. Any invasive works should therefore proceed with appropriate caution and in accordance with health and safety requirements.

All users of the building should be required to hold appropriate public liability insurance.

Licensing requirements relating to outdoor seating will require further investigation.

Equalities implications:

No identified impact in respect of the Council's Equality and Diversity Policy.

Environmental Implications:

The proposed reuse of the Marketplace Building supports sustainability objectives through the active reuse of an existing town-centre asset for community benefit. Potential future initiatives to reduce or remove vehicle movements within the Market Place area may contribute positively to:

- Reduced congestion;
- Improved pedestrian safety;
- Enhanced air quality;
- Improved public realm and town centre experience.

The proposed use of the building for exhibitions, environmental groups, festivals and local community activities also aligns with wider environmental and sustainability objectives.

Main Report

This report examines:

Preparation for Use

The building is now clear of redundant equipment used by previous tenant. The removal has revealed the interior decoration to be in a very poor state. (APPENDIX 1)

EDDC have provided an asbestos report from CASA Environmental Services Ltd which does not identify any asbestos but also qualifies the report as large areas were inaccessible.

A local company has already been asked to provide a schedule of work and cost to redecorate to provide the building as a 'white painted box'. Other companies will be invited to provide quotes.

There is clear water damage to the ceiling and so the roof will likely need some repairs.

EDDC have not respond to queries about whether they will carry these out.

The building is not listed but is in a Conservation Area.

At meetings of the Strategic Tourism Development Working Group, it was agreed that there was an urgency to proceed with urgent works if the building is to be used this summer. An informal estimate of £ 5,000 has already been made and providing a quote close to this has been received, work should proceed with that supplier, even if the other companies have not yet submitted their estimates.

Phase 1 - Interim Usage During Lease Period

Long term usage is uncertain and so during 2026 there should be a period of active experimentation with different users. The basic principle is that the building should be for public benefit, but this will not preclude commercial activities such as food providers. In the long term a more permanent arrangement will be sought based, in part, on this period of experimentation.

A request for expressions of interest to use the building should be made. The building will be offered as seen with no equipment such as tables, chairs, display boards. Water and power will be provided.

The Council's Project Officer has investigated the possibility of providing Wi-Fi via Starlink. This looks possible but further work is needed.

An outdoor table licence could be investigated so food can be supplied to outside tables. Users should have public liability insurance which will need to be checked as well as a deposit. The building is currently insured by EDDC who under the current agreement will charge the Town council the annual premium.

Potential users are:

- End June/Early July: Green groups exhibition
- 26 Jul-6 Sep: Food outlets, ideally something different to what is already available in town and of good quality. There might be more than a single company over this period.
- 13-19 Sep: Health and Wellbeing Festival/Walking Festival
- 9-19 Oct: Science Festival
- 24 Oct: Arboretum apple press and Tree give away

Commercial organisations should be asked for a voluntary contribution, maybe 10% of turnover. Rent cannot be charged under the terms of the lease with EDDC.

Publicity and Community Engagement

STC will need to publicise the change of management of the Marketplace building as well as the opportunity to use it.

A new sign for the outside of the building is needed stating the change of management. An invitation to express an interest to use the building needs to be prepared and posted on the STC website, social media, Sidmouth Herald and other news outlets, as well as for noticeboards in the Sid Valley. This should include scope for suggested future use from individuals or organisations, even if they do not want to use the building for this purpose themselves.

Phase 2 – Long Term Usage

Long term usage will depend on whether EDDC transfer ownership to STC. In order to prepare for this a spot survey of the building and immediate area will be needed. It is thought that EDDC have already had a survey done.

Long term aim could be to reduce, or remove, vehicles from the Market Place area which is already a pedestrianised area.

The signage at the entrance to New Street is poor and confusing and does not help reduce traffic moving towards the Market Square. This has been discussed between STC and DCC.

Conclusion

The Marketplace Building presents a significant opportunity to provide a flexible and valuable community asset within the centre of Sidmouth. Immediate preparatory works are required to ensure the building is safe, secure and suitable for public use.

The proposals outlined in this report aim to secure early activation of the building while supporting wider ambitions for community benefit, town centre vitality and future enhancement of the Market Place area.

1 June 2026

APPENDIX 1

Market Square Summary of Works to date

We attended to carry out works to strip out and isolate all the services, Electrical and Mechanical, and equipment within the building to enable Shift It to remove from site.

The live hanging electrical cabling tails (neutral blocks) were isolated and removed where exposed live conductors were on the show, this is all been tidied up and upgraded as part of the electrical works carried out as below

Upon arrival it was clear that the fridges freezers and cabinets hadn't been emptied from the tenant and we were left with rotting mouldy fish food and other various products throughout all of the appliances. All appliances were isolated and disconnected ready for stripping rotting fish, foods and bags of decomposed foods were all removed from the fridges and freezers as required, and cupboards throughout the building

All kitchen unit worktops and wall units that were falling off the walls were all carefully removed and broken down ready for Shift It to remove from site

The Walk in fridge had to be isolated and cut up into sections so it could be removed from the building, due to it all being corroded and rusted and unable to do any of the fixings/framework to dismantle it

We carried out works to piecemeal strip out all appliances removing rotten timber failed tiles and plaster that was pulling off of the walls. As the appliances were removed plaster fell to the floor.

Loose tiles due to damp and mould fell off of the walls. These were all carefully stripped off, bagged up and taken away and walls cleared of loose plaster.

Rotting lino with food waste and water trapped underneath the fridges and freezers was also picked up removed and disposed of.

The broken glass panes throughout the windows were removed a new glass measured and fitted and re-puttied as required - Window Repair to follow as required to enable these to be closed

The Existing unsafe and broken lighting was removed, and new lighting supplied and installed along with 2no Metal Clad Double sockets with new Distribution board to enable use of the space.

The cabling that have been rodent chewed has been rewired and replaced to enable the sockets and four lights to work. There is currently no other services working within the building, the new installation has been tested and a certificate raised for the basic installation only.

A temporary cold water supply tap has been plumbed and installed to provide cold water only, within the building for the necessary remedial building works and for general use the waste pipe and drains have been isolated and disconnected and left ready for future connection

The walls and floors have all be scraped and cleared and left to wash down, and then these are to be acid washed after the remedial works to the building

We have provisionally investigated the leak of the roof; it's coming from the box gutter at the front. This can be fixed but scaffold is required, the ceiling inside needs to be taken down piecemeal repaired and decorated the external water ingress needs to be sorted first as discussed.

The fireplace boarding that was rotten and mouldy was removed and opened up to find that the lintel has been broken and temporary supported with a piece of timber, a replacement concrete lintel is required over the fireplace opening as per our site visit. We have left a prop in place, opened up the fireplace, awaiting full clean out to allow airflow through the fireplace.

Remedial Repair works are required as per the estimate and schedule of works required to return the building into a White Washed Shell ready for any future letting or use of the space.