

**MINUTES**  
**OF THE**  
**MEETING OF**  
**SIDMOUTH TOWN COUNCIL**  
**HELD ON**  
**MONDAY 7<sup>TH</sup> APRIL 2008**  
**AT 6.30 PM**  
**WOOLCOMBE HOUSE**  
**SIDMOUTH, DEVON**

Members Present:

Sidmouth North	Councillor Mrs. S. Carr Councillor S. Hughes Councillor P. Sullivan	(Vice-Chairman)
Sidmouth South	Councillor J.G.T. Dyson Councillor C.F.A. Gibbings Councillor Mrs. M. Jolly	
Sidmouth East	Councillor Mrs. F.I. Newth Councillor S.P. Pollentine	
Sidmouth West	Councillor Mrs. A.E. Liverton Councillor G.K. Liverton	
Primley	Councillor T.J. Cox	(Chairman)
Sidford	Councillor S.J. Brokenshire Councillor I.J. McKenzie-Edwards	
Sidbury	Councillor Mrs. C.E. Drew Councillor J.W. Hollick	
Salcombe Regis	Councillor A.W.J. Reed	

**08:04/1**      **PRAYERS**

In the absence of the Reverend Alastair McKenna of the Emmanuel Baptist Church, Prayers were taken by Councillor G.K. Liverton.

**08:04/2**      **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs. L.W.A. Kelly, J. Turner and C.H. Wale.

**08:04/3      MINUTES**

The Minutes of the Town Council meeting held on Monday 3rd March 2008 were received and signed as a true and accurate record.

**08:04/4      MATTERS OF URGENCY**

There were no matters of urgency brought forward by the Chairman.

As no questions had been received Standing Orders were not suspended for a  
**PUBLIC OPEN QUESTION TIME**

**08:04/5      DECLARATIONS OF INTEREST**

Declarations of interest were received as follows:

- |          |                          |  |
|----------|--------------------------|--|
| 08:04/6  | Councillor Mrs Drew      | Chairman of EDDC Licensing Committee     |
| 08:04/6  | Councillor Mrs Newth     | Vice-Chair of EDDC Licensing Committee   |
| 08:04/6  | Councillor Mrs Liverton  | Member of EDDC Licensing Committee       |
| 08:04/6  | Councillor G.K. Liverton | Member of EDDC Executive Committee       |
| 08:04/6  | Councillor Hughes        | Member of EDDC Executive Committee       |
| 08:04/6  | Councillor Mrs Liverton  | Governor of Bicton College               |
| 08:04/6  | Councillor G.K. Liverton | EDDC Portfolio Holder Fire Beacon        |
| 08:04/20 | Councillor Hughes        | Personal – Chairman of Sidmouth Carnival |
| 08:04/31 | Councillor Mrs Drew      | Chairman of EDDC Licensing Committee     |
| 08:04/31 | Councillor Mrs Newth     | Vice-Chair of EDDC Licensing Committee   |
| 08:04/35 | Councillor Hughes        | Personal – Child at St. Nicholas School  |
| 08:04/35 | Councillor Mrs Newth     | Governor at St. Nicholas School          |

**08:04/6      MATTERS OF REPORT FROM THE CHAIRMAN**

The Chairman's Diary (as attached) was circulated to Members at the meeting. The Chairman reported as follows:

- The Chairman had attended a meeting with Chris Woodruff to discuss future funding of the AONB. The Chairman asked for agreement and support from the Town Council for the AONB's bid for funding; this would mean that Sidmouth Town Council would be involved in a Local Action Group.

**RESOLVED:** That the Town Council support this initiative.

***Councillors Mrs. Drew and Mrs. Newth left the Chamber during discussion of the following item.***

- The Chairman read an email received from the District Council regarding trading on The Esplanade which asked whether the Town Council wished to support the introduction of a 'Consent Street' for The Esplanade just for Folk Week or for additional times throughout the year.

**RESOLVED:** That Sidmouth Town Council would only want the 'Consent Street' to be effective during Folk Week and at no other time.

- Bicton College requested permission to use The Ham on 24<sup>th</sup> April 2008 to run a short environmental campaign to be run by the Year 2 Foundation Degree Environmental Arts & Rural Crafts students to promote the reduction in use and recycling of plastic bottles.

**RESOLVED:** That this be noted and agreed.

- The Town Clerk reported various children's events being run by the District Council's Countryside Service during the school holidays.
- The Chairman reported that Devon County Council and Devon NHS Primary Care Trust would be holding a number of meetings throughout the area to present the recently published 'The Way Ahead' vision and strategy. The Chairman would attend a meeting and report back to the next Council meeting.
- A letter had been received from the District Council to inform Members that the two large flower troughs currently positioned on land owned by Sidmouth Catholic Church. The Church had carried out a Health & Safety review and highlighted a potential hazard; in order to avoid any incident the troughs would be removed and relocated elsewhere in the District.

**RESOLVED:** That the District Council be asked where in Sidmouth the troughs will be relocated.

- The Chairman reminded Members that the informal meeting would be held on Tuesday 29<sup>th</sup> April 2008 at 6.30pm.

**08:04/7      POLICE REPORT**

PC Lemon presented the March Police Report (as attached), a printed copy of the February Police Report was attached with the agenda.

*The following items were brought forward on the agenda to enable comment by the Police representative.*

**08:04/19      LETTER FROM CHIEF CONSTABLE**

Attached with the agenda was a letter received from Mr Stephen Otter, Chief Constable which outlined the progress made in improving the policing service across Devon, Cornwall and the Isles of Scilly over the past 12 months and set out plans for next year.

**RESOLVED:** That a letter be sent to the Chief Constable outlining the Town Council's serious concerns with regard to current staffing levels in the Sidmouth area. Small incidents were not being reported, hence the lower figures, the delays in response stops the public believing a call is worthwhile. More funding was needed at a grassroots level; the neighbourhood teams were being diminished which was unacceptable, especially in the light of high taxes in the area.

**08:04/9.2      CCTV**

Councillor Hughes gave a verbal report on the current status of the CCTV project.

**RESOLVED:** That this be noted.

**08:04/9.5      Blackmore Gardens Conservatory**

In the absence of Councillor Turner, the Town Clerk reported that the conservatory had been vandalised and one of the doors and windows and the fountain had been damaged. It was not yet known whether the fountain had to be replaced or could be repaired. A quote for repair to the door and window had been received in the sum of £760; and an insurance claim would be compiled.

**RESOLVED:** That this was to be discussed at the next meeting when more information had been obtained.

**08:04/8            COMMITTEE/WORKING PARTY REPORTS**

08:04/8.1        Planning Committee Reports

The Chairman of the Council, Councillor Cox, presented the reports of the Planning Committee meetings held on the 5<sup>th</sup> and 19<sup>th</sup> March 2008.

**RESOLVED:** That the Planning Reports be noted and agreed.

08:04/8.2        Tourism & Publicity Committee Report

The Chairman of the Tourism & Publicity Committee, Councillor S. Hughes presented the report of the Tourism & Publicity Committee meeting held on Monday 17<sup>th</sup> March 2008.

**RESOLVED:** That the Tourism & Publicity Report be noted and agreed.

**08:04/9            REPORTS FROM MEMBERS WITH SPECIAL RESPONSIBILITIES**

08:04/9.1        Finance Report

In the absence of Councillor Turner, the Town Clerk presented the Finance Report for February and the Interim Finance Report for March 2008.

**RESOLVED:** That the Finance Reports be noted and agreed.

08:04/9.3        Parish Paths Partnership

Councillor Dyson reported receipt of the £3,000 grant from the County Council. The improvements to Greenway Lane had been completed, to which the Sidmouth P3 committee had paid £1,000. Councillor Dyson reported that the Definitive Map Review for Sidmouth would commence in the next few months.

**RESOLVED:** That this be noted.

08:04/9.4        Hopper Bus

Councillor Dyson reported the application for registration of the service to enable fare charging and the use of bus passes. The service would commence on 1<sup>st</sup> June 2008 and would continue for four months; a fare of £1 per journey would be charged. Funding had been obtained from a broader range of local sources including the Sid Vale Association who had agreed to support the Hopper Service for this and the next two years. Sponsorship had also been agreed from the Archant Group and other local businesses and supporters.

**RESOLVED:** That Councillor Dyson's report be noted and a vote of thanks be reported for his hard work on behalf of the Hopper Bus Working Party.

**08:04/10**      **EAST DEVON DISTRICT COUNCIL'S LOCAL DEVELOPMENT FRAMEWORK GENERIC SCOPING REPORT FOR CORE STRATEGY AND OTHER LDF DOCUMENTS JANUARY 2008**

08:04/10.1      At the last meeting of the Council (Min.No.08:03/15) it was agreed to form a Working Party consisting of Town Councillors who were not District Councillors to consider the above and reply to the consultation document on behalf of the Town Council. Attached with the agenda was a copy of the Working Party report.

**RESOLVED:** That the report be noted and agreed.

08:04/10.2      The Statement of Community Involvement – Pre-Submission Draft Statement Consultation Document had been received which required a reply by Friday 9<sup>th</sup> May 2008.

**RESOLVED:** That a further meeting of the Working Party be held on Monday 28<sup>th</sup> April at 6.30pm.

**08:04/11**      **CONSULTATION ON PROPOSED METHODOLOGY FOR PREPARING A 'STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT'**

At the last meeting of the Council (Min.No.08:03/18) it was agreed to form a Working Party consisting of Town Councillors who were not District Councillors to consider the above and reply to the consultation document on behalf of the Town Council. Attached with the agenda was a copy of the Working Party report.

**RESOLVED:** That this be noted and agreed.

**08:04/12**      **SIDMOUTH VISION GROUP**

At the last meeting of the Council (Min.No.08:03/27) it was resolved that the Chairman of the Council should engage with the Vision Group with regard to their vision statement and other matters. The Chairman of the Council and the Chairman of the Vision Group had met and the Chairman of the Council gave a report of the meeting. The Chairman had been invited to address the next meeting of the Vision Group and would report again to the June Council meeting.

**RESOLVED:** That this be noted.

**08:04/13**      **ESPLANADE SHELTERS**

Attached with the agenda was a copy of the Esplanade Shelter Working Party report on the meeting held on Monday 10<sup>th</sup> March 2008; the Chairman reported that the architect plans would be redrawn and presented to the next meeting of the Working Party.

**RESOLVED:** That this be noted.

**08:04/14**      **VANGUARD REVIEW OF DEVELOPMENT CONTROL SERVICE AT EDDC**

East Devon District Council held a meeting on Wednesday 20<sup>th</sup> February and invited two representatives of Town/Parish Councils to attend. Councillors Gibbings and McKenzie-Edwards represented the Town Council and Councillor McKenzie-Edwards gave a verbal report of that meeting.

**RESOLVED:** That this be noted.

**08:04/15**      **TRAFFIC MANAGEMENT GROUP**

There were no items forthcoming for the next agenda of the Traffic Management Group Meeting to be held on 17<sup>th</sup> June 2008.

**RESOLVED:** That this be noted.

**08:04/16**      **PROPOSED CYCLE ROUTE EXTENSION**  
**SID PARK ROAD TO SIDFORD**

The County Council had submitted plans for the proposed cycle route extension from Sid Park Road to Sidford and a plan was attached to the agenda showing the section of the route which was to pass through East Devon District Council's land at Sidford football pitches and Sidford recreation ground. The Parks section at East Devon District Council had raised no objection to this proposal; however, the Estates Surveyor asked whether the Town Council wished to make any observations before releasing the land.

**RESOLVED:** That this be noted and agreed.

**08:04/17**      **FORTESCUE TRAFFIC CALMING**

A letter had been received from Parsons Brinckerhoff (acting for DCC) together with a drawing (as attached) showing the proposed traffic calming, incorporating buildouts and priority systems, at Fortescue. The works were intended to improve the safety of cyclists and pedestrians joining or leaving the cycleway connection to Sidmouth, scheduled for construction in Summer 2008, by reducing traffic speeds through Fortescue. The Town Council's comments were requested.

**RESOLVED:** That the Town Council understood that there may be issues opposite Skinners Farm and consultation should take place with the nearby landowner. The buildout at Mead was not logical for motorists.

**08:04/18**      **STRUCTURAL REVIEW OF DEVON**

Attached with the agenda was a copy of a letter received from The Boundary Committee for England. Also attached was a report from the County Secretary of the Devon Association of Parish Councils which identified many of the issues which Councils needed to understand in preparation for any future devolvement of functions.

**RESOLVED:** That a small Working Party be set up to enable the Town Clerk to discuss any forthcoming issues with Members prior to discussion at Council; the Working Party to include the Chairman, Vice-Chairman, Chairman of the Planning Committee, Member with Special Responsibility for Finance and Councillor Dyson.

**08:04/20**      **STREET COLLECTIONS**

Attached with the agenda was the up to date list of Street Collections for Sidmouth during the year 2008.

**RESOLVED:** That this be noted.

**08:04/21**      **CHRISTMAS LIGHTING**

Devon County Council required all eye bolts for light fixings to be checked throughout town centres. This would require the expense of hiring a hoist and fuel charge, 2 x labour and equipment; safety tests needed to be carried out on Sundays in June/July/early September thus allowing for any repairs or replacements if necessary. This check would need to be undertaken every three years and the cost for Sidmouth was £780.

**RESOLVED:** That this be noted and £780 agreed to be paid from contingencies/reserves.

**08:04/22      WOODS FARM RECYCLING CENTRE**

Devon County Council was actively seeking an alternative site to accommodate a new Recycling Centre to serve the Sidmouth area. A letter had been received from the Senior Waste Manager which asked if the Town Council could let him know if there were any suitable sites available in the area. The Waste Manager's letter stated that *'it is imperative that suitable, industrial land is zoned and available through the Local Development Plan to enable any future proposals to succeed and would request that your Council work closely with East Devon to ensure suitable land in the area is allocated'*.

**RESOLVED:** That this be noted.

**08:04/23      SIDMOUTH LIFEBOAT**

An invitation had been extended by Mr Wedderburn on behalf of the Sidmouth Lifeboat for Members of the Council to attend a "guided tour" at the Lifeboat Station when they could demonstrate the features of the new lifeboat, tractor and launch trailer and also explain the sequence of events leading to a rapid launch when called out by H.M. Coastguard at Portland. The Chairman asked for Members to indicate whether they wished to attend.

**RESOLVED:** That Councillors Cox, Mrs. Drew, Dyson, Gibbings, Mrs. Jolly, McKenzie-Edwards, Mrs. Newth and Sullivan wished to attend and a suitable date would be arranged.

**08:04/24      USE OF COUNCIL LAND**

- Blackmore Gardens                      16<sup>th</sup> August 2008                      Rotary Club of Sidmouth
- Connaught Gardens                      5<sup>th</sup> July 2008                              Macmillan Cancer Support
- Sidford Recreation Ground              15<sup>th</sup> to 17<sup>th</sup> August                      Sid Valley Horticultural Society

**RESOLVED:** That these be noted and agreed.

**08:04/25      PARISH LENGTHSMAN PROGRAMME**

The Parish Lengthsman would be available on the following dates. Members were asked to notify the office of any matter requiring attention in advance of the visits.

- 12<sup>th</sup> May until the 3<sup>rd</sup> June
- 8<sup>th</sup> August until the 1<sup>st</sup> September

**RESOLVED:** That this be noted.

**08:04/26      ANTI-SOCIAL BEHAVIOUR POWERS UNDER CLEAN NEIGHBOURHOODS & ENVIRONMENT ACT 2005**

The District Council had acknowledged receipt of the Town Council's request that Connaught Gardens and Sidmouth's Esplanade be included in the suggested Dogs on Leads control areas and these areas would now be included.

**RESOLVED:** That this be noted.

**08:04/27      GRANTS – LETTERS OF THANKS**

Letters of thanks had been received from:-

- Sid Valley Horticultural Society
- Sidmouth Folk Week

**RESOLVED:** That these be noted.

**08:04/28      CALOR VILLAGE OF THE YEAR**

Entries were requested for the Devon Calor Village of the Year Competition 2008. Applications had to be submitted before Monday 2<sup>nd</sup> June 2008. Councillor Mrs. Drew reported that Sidbury were unable to enter the competition due to lack of volunteers.

**RESOLVED:** That this be noted.

**08:04/29      BRITAIN IN BLOOM**

Entries were requested for the South West in Bloom 2008 competition. Applications were based on electoral figures and Sidmouth included Primley (1852) North (2085) South (1952) East (845) West (1821) and Sidford (1362) this made a total of 9,917 and placed Sidmouth in the category for the Sargent Cup (9,000-11,999). If Sidbury (804) submitted an entry they would be in the category for the Mary Mortimer Trophy (Under 1500). Applications had to be submitted before Friday 9<sup>th</sup> May 2008.

**RESOLVED:** That this be noted and agreed.

**08:04/30      ROAD CLOSURE ORDERS**

Thursday 29<sup>th</sup> May 2008      Salcombe Regis Country Fair

**RESOLVED:** That this be noted.

**08:04/31      EDDC – LICENSING EVENING**

The District Council were holding an information evening when they would be talking about the role that Parish/Town Councils could have under the Licensing Act. This would be held on Wednesday 9<sup>th</sup> April at 6.30pm and The Chairman, Vice Chairman and Town Clerk would attend.

**RESOLVED:** That this be noted.

**08:04/32      WOOLCOMBE HOUSE**

Listed Building Consent had been received in respect of the enclosure of the opened sided building to provide storage.

**RESOLVED:** That this be noted.

**08:04/33      DOCUMENTS AND/OR PERIODICALS**

The following had been received and were available in the office:

- Sidmouth College – Voice April 2008 (as attached)
- Devon Association Parish Councils – Newsletter Mar/Apr 2008
- Devon County Council – Devontalk Spring 2008
- Community Council of Devon – 21<sup>st</sup> Century Multi Use Community Buildings Members Forum 14<sup>th</sup> July 2008
- Devon County Council and Devon Primary Care Trust – Devon Strategic Framework for Health and Social Care

**RESOLVED:** That these be noted. An agenda item would be included in the next meeting to enable Members to discuss the Devon County Council and Devon Primary Care Trust – Devon Strategic Framework for Health and Social Care

**08:04/34      QUESTIONS TO COUNTY & DISTRICT COUNCILLORS**

No questions had been received.

**PART ‘B’**

**EXCLUSION OF THE PUBLIC AND PRESS**

**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.**

*Councillor Hughes left the Chamber during discussion of the following item.*

**08:04/35      WOOLLEY BEQUEST**

Councillor Mrs Newth reported that the stable block at St. Nicholas School had been converted to form a quiet nurture area for use with children with special needs. Funding was required for the purchase of specialised equipment so that the area could be used.

**RESOLVED:** That £1,000 be made available from the Woolley Bequest for the purchase of this equipment.

.....  
CHAIRMAN OF THE COUNCIL