

MINUTES
OF THE
MEETING OF
SIDMOUTH TOWN COUNCIL
HELD ON
MONDAY 12TH JANUARY 2009
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 Councillor C.H. Wale	
Primley	Councillor T.J. Cox Councillor J. Turner	(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	

09:01/1 **PRAYERS**

Prayers were taken by the Reverend Roger Trumper.

09:01/2 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Mrs. L.W.A. Kelly.

09:01/3 **MINUTES**

The Minutes of the Town Council meetings held on Monday 1st December 2008 were received and signed as a true and accurate record.

09:01/4 **MATTERS OF URGENCY**

There were no Matters of Urgency brought forward by the Chairman.

Standing Orders were suspended for
PUBLIC OPEN QUESTION TIME

- Mr. Freddy Wedderburn asked whether the Town Council could do something to keep a base within Sidmouth for the Sidmouth Herald office and its reporters.
- The Chairman reported that he had contacted Archant Group's Managing Director and read out the email reply that he had received. It was suggested that this issue be included on the next Council agenda for further debate.

There being no further questions Standing Orders were reinstated

09:01/5 DECLARATIONS OF INTEREST

Declarations of Interest were received as follows:

09:01/18 Councillor G.K. Liverton Personal – District Council Portfolio Holder

09:01/6 MATTERS OF REPORT FROM THE CHAIRMAN

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

- Councillor Mrs. Liverton thanked the Chairman on behalf of the Members for his Christmas Day visit to the Victoria Hospital to meet and greet staff and patients.
- The Chairman reported the dates of forthcoming Police Liaison meetings and reported that he would be attending one of them.
- The Chairman read out the reply that had been received from Andrew Hancock, Streetscene regarding the request from Sidmouth in Bloom for additional weeding in Sidmouth.
- The Chairman reported that letters of thanks had been received from recipients of the Minshull Trust Christmas fund and from the Sidmouth Parish Church Patronage Fund.
- The Chairman reported that there would be a Jurassic Coast Arts Society meeting held on Monday 19th January 2009 at The Knowle, Sidmouth.

09:01/7 POLICE REPORT

PC Steve Lemon presented the November Police Report (as attached).

RESOLVED: That thanks be noted to PCSO Jay Pepper for obtaining funding for the purchase of safety lanyards.

09:01/8 COMMITTEE/WORKING PARTY REPORTS

09:01/8.1 Planning Committee Reports

The Chairman of the Planning Committee, Councillor C.F.A. Gibbings, presented the reports of the Planning Committee meetings held on Wednesdays 3rd and 17th December 2008. Councillor Gibbings reported that a letter from East Devon District Council regarding public speaking at the District Development Control Committee had been tabled for Members information.

RESOLVED: That the Planning Reports be noted and agreed.

09:01/8.2 Esplanade Shelters Working Party

The Chairman presented the report of the Esplanade Shelters Working Party meeting held on Monday 8th December (together with copy of Mr Roger Norton's plan)

RESOLVED: That the Esplanade Shelters Report be noted and agreed.

09:01/8.3 Tourism

The Chairman of the Tourism & Publicity Committee, Councillor Pollentine, presented the 2009 Sidmouth Guide, a copy of which had been tabled for Members consideration. Councillor

Pollentine thanked the Town Clerk and staff for the hard work involved in compiling such an impressive guide.

RESOLVED: That this be noted and agreed.

09:01/9 **REPORTS FROM MEMBERS WITH SPECIAL RESPONSIBILITIES**

09:01/9.1 Finance Report

Member with Special Responsibility for Finance, Councillor Turner, presented the Finance Report for November and Interim Finance Report for December 2008.

RESOLVED: That the Finance Reports be noted and agreed.

09:01/9.2 Sidmouth in Bloom

Councillor Hollick gave a verbal report of the Sidmouth in Bloom AGM.

RESOLVED: That this be noted.

09:01/10 **YOUTH INITIATIVE FOR ESPLANADE SHELTERS**

Mr. Paul Whitehouse (Sidmouth Youth Initiative) and Mr. Mark Gerry (Sidmouth Youth Council) attended the meeting to address the Council on the proposals for the western shelter. For Members' information a copy of the original proposal details submitted by the Youth Initiative had been attached to the agenda.

RESOLVED: That Sidmouth Town Council fully support the use of an Esplanade Shelter as a meeting place for the youth of Sidmouth.

09:01/11 **EXTERNAL AUDIT REPORT**

On the 9th December 2008 the External Auditor signed a Certificate that they had completed the Town Council's annual return for the year ended 31 March 2008 and on the basis of their review the information contained in the annual return was in accordance with the Audit Commission's requirement and no matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements had not been met.

The auditor drew the Council's attention to the fact that all fixed assets should be included at current book value. This was defined as an informed assessment of the open market value of the asset or the cost of restructuring in its current form. In practice this was usually the insured value. The report continued that the Town Council should carry out a review to ensure that all assets were recorded correctly within its fixed asset register and that the asset register included all necessary available information relating to the council's assets (including community assets) e.g. type of asset, asset make and model, date of acquisition, purchase cost/valuation, current value, serial number and asset number. There should also be consistency between the insurance values and those shown in the asset register; this would ensure assets were adequately insured. *(Town Clerk's Note: It had always been the policy to adequately insure all Council assets and register what was insured, however, a revised asset register would need to be produced in the light of the auditor's remarks.)*

The auditor also recommended that the level of fidelity insurance cover (currently £275,000) be amended to balances plus half the precept. *(Town Clerk's Note: This would be altered at renewal time in August)*

RESOLVED: That this be noted and agreed.

09:01/12 **TELEPHONE KIOSKS**

At the Council meeting held on 1st December it was resolved that East Devon should be notified that whilst the Town Council appreciated that an application had been made to English Heritage to retain the telephone kiosk at Salcombe Regis, it was considered important that at least one of the

kiosks in the Market Square should also be retained. Councillor Hughes had agreed to sponsor £500 from his locality budget if this would be appropriate.

RESOLVED: That this be noted.

09:01/13 **DEVON & SOMERSET FIRE & RESCUE AUTHORITY**
DRAFT CORPORATE PLAN CONSULTATION 2009/10 – 2011/12

Sidmouth Town Council was invited to give its views on the Devon & Somerset Fire & Rescue Authority Draft Corporate Plan Consultation 2009/10 – 2011/12. There were two specific areas on which views and opinions were sought; these were presented in more detail in a leaflet along with the full draft Corporate Plan which could be found on the link:

www.dsfire.gov.uk/NR/rdonlyres/4141A9A8-7150-4BE2-A8DF-923C91582EFB/0/Corporateplanwebpageinternet.pdf

The consultation period formally closed on 12th January 2009; it was resolved at the December meeting that comments should be sent to the Town Clerk before the end of the year for collation into a corporate response. To date no comments had been received.

RESOLVED: That as no responses had been received; no comment would be forthcoming from Sidmouth Town Council.

09:01/14 **TRAFFIC MANAGEMENT**

09:01/14.1 A round table meeting to discuss a traffic management plan for Sidmouth that could be submitted to the County Council for inclusion in the county wide 2012 LTP Local Transport Plan was held on Thursday 20th November 2008 at the Royal York & Faulkner Hotel. At the November Council meeting it was resolved that Councillors Sullivan and Dyson would attend this 'round table' meeting and report back to the Council. Councillor Sullivan reported in December stating that the Town Council had been asked to submit three suggestions as to possible ways that Sidmouth's traffic problems might be addressed. It was agreed that all Members would email Councillor Sullivan with their suggestions.

Councillor Sullivan reported that to obtain just three priorities for Sidmouth had been very difficult, but these could be summarised as follows:

- Increase in parking facilities, including Park and Ride.
- Traffic flows and One Way Systems
- Pedestrianisation of the town

RESOLVED: That this be noted.

09:01/14.2 Members were invited to put forward items for the next Traffic Management Group meeting:

- Councillor Dyson asked that consideration be given to making changes at the junction at The Bowd Inn.

RESOLVED: That this be noted.

09:01/15 **TWINNING**

09:01/15.1 Signs The Twinning Circle Secretary had written to the Council requesting consideration to the existing town entrance signs carrying a further sign showing that Sidmouth was twinned with Le Locle in Switzerland. Designs had been commissioned (as attached) and the cost was expected to be approximately £400. Mr Pearce indicated in his letter that the Twinning Circle might be able to contribute between a quarter and a third of this cost if the Town Council was able to cover the difference.

RESOLVED: (i) That additional signage was not to be at the Council's expense as this would set a precedent for other requests, however, permission was granted for signs to be erected during the visit. Signage must reflect existing design and be both temporary and detachable.

(ii) The Twinning Flag was to be flown either at Woolcombe House or on The Esplanade.

(iii) It was also suggested that the Twinning Committee may consider erecting a 'Welcome Banner' across Fore Street during the visit.

09:01/15.1 Reception There was to be an official visit from members of the Twinning Circle in Le Locle from the 5th to the 9th October 2009. As this was a special year it was hoped that the Council could offer a reception during the visit. A meeting took place with the Chairman, Vice Chairman and Mr & Mrs Pearce when it was suggested that a ceremony for the 'key' people in each group be held in the Council Chamber on either Tuesday 6th or Thursday 8th, however, when Mrs Pearce proposed this to the Twinning Committee they considered that a reception should be held for all visitors and not a relevant group. Mrs Pearce asked whether the Council could confirm the next step and raised three questions which they would need to report to Switzerland:

- How many 'officials' from their council (and their wives/husbands) were specifically invited.
- Whether it was to be formal or not
- Was it to be held in an evening or at midday

Mrs Pearce confirmed that they could be flexible regarding timing at this stage, but would prefer to avoid anything before 12.30 on the Tuesday as they wished to arrange a guided walk around Sidmouth.

RESOLVED: (i) That a formal welcome reception will be offered at Woolcombe House for all the Swiss visitors, their hosts and Council Members.

(ii) A Civic Dinner, with exchange of gifts, will be offered at The Knowle where only the Swiss visitors would not be charged.

(iii) Councillor Wale volunteered to be the Sidmouth Town Council representative on the Sidmouth Twinning Committee.

09:01/16 DOG CONTROL ORDER FOR SIDMOUTH, SIDFORD & SIDBURY

Attached to the agenda was a schedule of the Dog Control Orders for Sidmouth, Sidford and Sidbury. Copies of all Orders for East Devon District Council, together with maps had been received and were available for inspection in the Town Council offices. The consultation period would last for 28 days and end on the 23rd January 2009.

RESOLVED: That this be noted.

09:01/17 NOTICEBOARDS

09:01/17.1 Councillor Brokenshire reported on the poor condition of the noticeboard at Sidford. The present noticeboard together with one at Sidbury and one at Lymebourne were all made in 2006 at a cost of £160 each.

RESOLVED: That consideration be given at the Budget Meeting for the replacement of notice boards at Sidford and Furzehill, Sidbury with bespoke notice boards.

09:01/17.2 Following numerous letters and personal visits by both the Chairman and Vice Chairman of the Council, the Council noticeboard at the Post Office, Woolbrook had still not been reinstated.

RESOLVED: (i) That this notice board should be reclaimed from the Post Office and resited in the Woolbrook area; suggestions were either by the white wall at the newagents, in front of the Fire Station or near the bakers and chemist.

(ii) A new audit of notice boards should be undertaken.

(iii) Waitrose should be approached to request a new notice board be installed in the Stowford Rise area when they undertake the supermarket alterations.

09:01/18 POTENTIAL TRANSFERS FROM DISTRICT TO TOWN COUNCIL

The resolution of Sidmouth Town Council's special meeting held on Monday 27th October 2008 had been communicated to the District Council and at the December meeting the contents of the attached letter of response were reported. Following the December resolution (see Min. No. 08:12/19) a letter was sent from this Council to EDDC reporting the Town Council's views. A response to this had now been received and was also attached for Member's information.

RESOLVED: (i) That Sidmouth Town Council agreed to the transfer of assets as set out below:

- Sidmouth Golf Course and Club House
- Long Park (including the Play Area)
- Skateboard Park at Manstone
- Recreation Fields at Sidford

(ii) Further clarification should be sought including any potential funding which might be available.

(iii) A meeting be arranged between Rachel Pocock and Councillor Andrew Moulding of the District Council and Sidmouth Town Council's Chairman, Vice Chairman and Town Clerk to seek further clarification and enquire why the remainder of the Town Council's list had not been considered for transfer.

09:01/19 FOOTPATH LINK FROM BROWNLANDS TO THE BYES

Some time ago there was a proposal to put in a footpath link from Brownlands to The Byes to enable access for residents on the eastern side of the town. Charlie Plowden, the District Council's Countryside Manager had written to ask whether the Town Council had any objection to this work progressing.

RESOLVED: That this be noted and agreed.

09:01/20 PROPOSED STOPPING UP OF HIGHWAY AT STOWFORD RISE

A letter had been received from the Department of Transport which stated that the Secretary of State proposed to make an Order under the Town & Country Planning Act 1990 – S247 to stop up the highway at Stowford Rise, Sidmouth.

RESOLVED: That this be noted.

09:01/21 LOCAL BUSINESS WORKING PARTY MEETING

A letter was sent to the Sidmouth Chamber of Commerce reporting that the Town Council would like to convene a meeting of the Local Business Working Party to support and assist where possible businesses in the town in these difficult economic times. A response had been received from the Secretary thanking the Council for this initiative and reported that they had a meeting on Tuesday 6th January when this would be discussed. The suggested date was Tuesday 27th January at 6.30pm in Woolcombe House and an agenda would follow.

RESOLVED: That this be noted.

09:01/22 EAST DEVON LOCAL DEVELOPMENT FRAMEWORK

East Devon District Council had produced a Local Development Framework – Issues and Option Report and an accompanying questionnaire. At the Planning Committee meeting held on

Wednesday 17th December it was recommended that a Working Party be formed consisting of the Chairman & Vice Chairman of the Council, Chairman & Vice Chairman of the Planning Committee plus others. The Chairman of the Council did not wish to be included in the working party; therefore, the Vice Chairman would chair this group. Councillors Dyson and Jolly had also volunteered to be included in this Working Party.

RESOLVED: That this be noted and agreed.

09:01/23 DEVON & CORNWALL POLICE AUTHORITY

The Police Authority was currently advertising for Independent Custody Visitors and information posters and booklets had been received.

RESOLVED: That this be noted.

09:01/24 ROAD / BRIDLEWAY CLOSURE ORDERS

- Tuesday 23rd December 2008 to Monday 22nd June 2009 – Bridleway 77, Sidmouth (adjacent to Little Sweetcombe) – closed for Health & Safety reasons.
- Monday 12th January to Wednesday 11th February 2009 – Salcombe Hill, Sidmouth (outside Rambleside to 31336487849) to enable utility work on behalf of South West Water.
- Monday 12th January to Wednesday 11th February 2009 – Alma Lane, Sidmouth (Salcombe Road – Hillside Road) to enable utility work on behalf of South West Water.
- Monday 19th January to Wednesday 21st January 2009 – Furzehill, Sidbury. (from junction of Greenhead to outside number 59) to enable utility works on behalf of Balfour Beatty.

RESOLVED: That these be noted.

09:01/25 USE OF COUNCIL LAND

Sidmouth Sailing Club had requested permission to use Clifton Beach to launch and recover boats for four events during 2009; dates listed below:

- 30th and 31st May 2009
- 14th June 2009
- 19th July 2009
- 12th and 13th September 2009

RESOLVED: That this be noted and agreed.

09:01/26 DOCUMENTS AND/OR PERIODICALS

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

- Community Council of Devon – Village Green December 2008
- International Tree Foundation – Journal December/January 2008/09
- Campaign to Protect Rural England – Countryside Voice Autumn 2008
- Devon County Council – Devontalk Winter 2008

RESOLVED: That these be noted.

09:01/27 QUESTIONS TO COUNTY & DISTRICT COUNCILLORS

There were no questions raised at this meeting.

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.

09:01/28 SIDMOUTH FOLK WEEK

Mr. John Braithwaite the Chairman of Sidmouth Folk Week Productions Limited and Mr. John Heydon (a fellow director) attended the meeting and addressed the Council to give an update and review, together with the future sustainability of the Folk Week.

RESOLVED: (i) That £4,000 be donated to assist with the shortfall of funding of the 2008 Folk Week.

(ii) The rental charges for the use of The Ham would be waived for the years 2008 and 2009.

(iii) In addition to the existing grant of £6,000 for the Children's Festival, an additional sum of £9,000 be included in the 2009/10 budget to assist with the sustainability of the Folk Week finances.

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CHAIRMAN OF THE COUNCIL