

**MINUTES**  
**OF THE**  
**MEETING OF**  
**SIDMOUTH TOWN COUNCIL**  
**HELD ON**  
**MONDAY 10<sup>TH</sup> AUGUST 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) (Chairman)
Sidmouth South	Councillor J.G.T. Dyson Councillor C.F.A. Gibbings	
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 Dr. D.S. Fung Councillor J. Turner	
Sidford	Councillor S.J. Brokenshire	
Sidbury	Councillor Mrs. C.E. Drew Councillor J.W. Hollick	
Salcombe Regis	Councillor Mrs. L.W.A. Kelly Councillor A.W.J. Reed	

**09:08/1      PRAYERS**

Prayers were taken by the Reverend Brian Hadfield.

*Prior to the meeting the Chairman welcomed the newly elected  
Member for the Primley Ward; Councillor Dr. Dilly Fung.*

**09:08/2      APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs. M. Jolly and I.J. McKenzie-Edwards.

**09:08/3      MINUTES**

The Minutes of the Town Council meeting held on Mondays 6<sup>th</sup> July 2009 were received and signed as a true and accurate record.

**09:08/4      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**

**09:08/5      DECLARATIONS OF INTEREST**

Declarations of Interest were received as follows:

09:08/6	Councillor Gibbings	EDDC Vice Chairman Licensing Cttee
09:08/11	Councillor Pollentine	Tenant of Bagwells
09:08/16	Councillor Hughes	Signatory of DCC letter
09:08/17	Councillor Mrs Liverton	Relative is resident of Sid Vale Close
09:08/17	Councillor GK Liverton	Relative is resident of Sid Vale Close
09:08/18	Councillor Mrs. C.E. Drew	EDDC Member
09:08/18	Councillor Gibbings	EDDC Member/lives opposite Manor Road car park
09:08/18	Councillor Hughes	EDDC Member
09:08/18	Councillor Mrs. Liverton	EDDC Member
09:08/18	Councillor Liverton	EDDC Member
09:08/18	Councillor Mrs. Newth	EDDC Member
09:08/18	Councillor Reed	EDDC Member
09:08/22	Councillor Hughes	Family member is employee
09:08/22	Councillor Wale	Family member is employee

**09:08/6      MATTERS OF REPORT FROM THE CHAIRMAN**

- The Chairman's Diary (as attached) was circulated to Members at the meeting.
- The Town Clerk read a letter received from Sidmouth Regatta giving details of the events it hoped to hold on The Ham during the August Bank Holiday weekend and which asked for the Town Council's permission.

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

- The Town Clerk read an email received from Mark Gerry, Sidmouth Youth Centre, requesting permission to use The Ham for a karting event to be held on Wednesday 19<sup>th</sup> August from 9.30am to 1pm.

**RESOLVED:** That the email be noted and agreed. The footpaths should be well supervised by marshalls and closed if possible.

**09:08/7      POLICE REPORT**

09:08/7.1      The Council had been advised that as from the 20<sup>th</sup> July 2009 the new Police Inspector would be Antonia Weeks who would be based in Honiton; Inspector Weeks attended the meeting to introduce herself to the Members.

09:08/7.2      PC Steve Lemon presented the July 2009 Police Report. At a meeting of the Traffic Management Group held on the 21<sup>st</sup> July it was agreed that PC Lemon would be asked to send a PCSO to Byes Lane to investigate complaints received regarding parking and PC Lemon agreed to do this.

**09:08/8      COMMITTEE/WORKING PARTY REPORTS**

09:08/8.1      Planning Committee Reports

The Vice Chairman of the Planning Committee, Councillor Hollick, presented the reports of the Planning Committee meetings held on Wednesdays 1<sup>st</sup> and 15<sup>th</sup> July 2009.

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

09:08/08.2 Tourism & Publicity Committee Report

The Chairman of the Tourism & Publicity Committee, Councillor S. Pollentine, presented the report of the Tourism & Publicity Committee meeting held on Monday 13<sup>th</sup> July 2009.

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

**09:08/9** **REPORTS FROM MEMBERS WITH SPECIAL RESPONSIBILITIES**

09:08/9.1 Finance Report

Member with Special Responsibility for Finance, Councillor Turner, presented the Finance Report for June and the Interim Report for July.

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

09:08/9.2 DAPC County Committee

Councillor Pollentine gave a verbal report on the meeting of the DAPC County Committee.

**RESOLVED:** That this be noted.

09:08/9.3 Devon Towns Forum

Councillor Pollentine gave a verbal report on the AGM of the Devon Towns Forum and reported that he had a copy of their Annual Report if Members wished to read it.

**RESOLVED:** That this be noted.

09:08/9.4 Parish Paths Partnership

09:08/9.4.1 Councillor Dyson reported that Bridleway 77 had been reopened; this had been achieved with the assistance and hard work of Councillor Reed.

**RESOLVED:** That this be noted.

09:08/9.4.2 Councillor Dyson requested a release of funds from P3 so that new steps could be built on Footpath 23; a quote had been received in the sum of £1,710.

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

**09:08/10** **COUNCIL VACANCY – PRIMLEY WARD**

An election was held on Thursday 23<sup>rd</sup> July 2009 with an excellent turnout of 38% with 675 Ballot Papers issued. The result was Graham Michael Troman 228 votes and Diane Susan Fung 446 Votes, the successful candidate was, therefore, Dr. Dilly Fung.

**RESOLVED:** That this be noted.

**09:08/11** **SEAFRONT AMENITY BUILDING**

Bagwells first interim application for payment had been received and paid in the sum of £9,395.23, plus Roger Norton's invoice for his work amounting to £780. Mr Norton reported that progress was good. It had been agreed, following advice from the District Council that stainless steel fittings should be used wherever possible, a Wallgate hand washer/dryer ordered and provision would be made for baby changing facilities. The Chairman and Town Clerk gave an update report to the meeting and asked Members to approve the suggestion of installing a Wallgate system at an installation cost of £1,200. A cost from Streetscene for cleaning/locking/unlocking during the summer season had been received in the sum of £8272.68.

**RESOLVED:** (i) That this be noted and the sums of £1,200 and £8272.68 be agreed.

(ii) The Town Clerk to investigate the possibility of charging for usage.

(iii) Public Conveniences to be included on the September agenda for general discussion.

**09:08/12      POWER OF WELLBEING**

The Town Clerk had passed Section 7 Power of Well Being module. A provisional date for training Members of the Council by Lesley Smith of the DAPC had been arranged for Wednesday 2<sup>nd</sup> September 2009 at 6.30pm. The training session would last two hours and cost £125 plus mileage. A commitment of 80% attendance would be required from Members before confirming this date; a form was distributed for members to register their commitment to attend. Councillors Dr. Fung, Reed and Turner indicated that they would be able to attend on that date.

**RESOLVED:** That the Town Clerk make arrangements for the Members training session.

**09:08/13      COUNCIL MEETING DATES**

Councillor Brokenshire proposed that Council meetings should be held on the second Monday of each month instead of the first Monday; this would solve the problem of Bank Holidays.

**RESOLVED:** That the Town Council wished to continue with meetings held on the first Monday of the month.

**09:08/14      WOOLCOMBE HOUSE EXTERNAL LIGHTING**

Members were aware last winter that the outside lighting at Woolcombe House was less than desirable. A quotation had been received in the sum of £387.35 from Gater Electrical to repair the PIR control units including replacement of fittings to provide low energy flood lighting to the side and front of the building.

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

**09:08/15      STREET NAMING**

Councillor Mrs. Liverton presented a report (attached to the minutes) on the progress of the Street Naming project; this report was tabled at the meeting for Members information.

**RESOLVED:** That consideration be given at next year's budget meeting for the inclusion of a budget for publishing costs.

**09:08/16      20 MPH ZONES AND LIMITS**

A letter had been received from Devon County Council which included a joint statement from them and Devon & Cornwall Constabulary (see copy attached).

**RESOLVED:** That this be noted.

**09:08/17      ITEMS FOR TRAFFIC MANAGEMENT GROUP**

09:08/17.1 The Town Clerk reported notes taken at the Traffic Management Group meeting held on Tuesday 21<sup>st</sup> July 2009. The following items to be raised for consideration:-

- Sid Vale Close parking – Access protection was available to blue badge holders. The Town Council was asked for its opinion on an extension of the no parking restriction on the corner; this could then be considered for a Traffic Order.

**RESOLVED:** That the Town Council support the extension of the no parking restriction on the corner of Sid Vale Close.

- Councillor Mrs Drew raised the issue of parking on School Street Sidford (the approach to the traffic lights). There was currently a Monday to Saturday restriction and she asked if this could be extended to include Sundays. It was recommended that this matter be taken to the next meeting of the Council for its opinion.

**RESOLVED:** That the Town Council support the extension of the current parking restrictions on School Street, Sidford to include Sundays. It was considered preferable that the operational times be changed from 10am - 6pm to 8am - 6pm this would more effectively control traffic at the busiest times and make access to the traffic light safer.

- Councillor Mrs Newth raised the issue of parking in Alexandria Road. It was suggested that no waiting should be considered on the Northern side. It was recommended that this matter be taken to the next meeting of the Council for its opinion.

**RESOLVED:** That the Town Council support the introduction of parking restrictions on Alexandria Road to enable staggered parking on both sides of the road which would slow down the traffic but enable larger vehicles to access the road.

09:08/17.2 Members were invited to put forward items for the next Traffic Management Group meeting. The following item was received:

- One way system for the High Street from All Saints corner to Blackmore Drive.

**RESOLVED:** That this be noted.

09:08/17.3 Councillor Dyson questioned why the District Council had not allowed use of the car park at the Knowle during the weekends of Folk Week; the usual Park and Walk signs had been covered up.

**RESOLVED:** That a letter be sent to the District Council requesting that car parking be allowed at the weekends next year.

#### **09:08/18 EDDC – CAR PARK REVIEW**

East Devon District Council was carrying out a review of the car parks under its control/ownership; this review was being carried out as part of the delivery of the Council's Asset Management Plan with the purpose of ensuring the delivery of best customer service and value for money. The District Council asked for the Town Council's thoughts and comments on the following issues:-

Operational Issues	Prices
	Permits (season tickets)
	Signage
	Method of Payment
Strategic	Is additional car parking required?
	Are any car parks surplus to requirements?
	Partnership working opportunities?
	Opportunity for park & ride scheme?

The Town Clerk and the Chairman were invited to discuss these issues with Councillor Peter Halse, Len Wright and Donna Best at 4pm on Monday 14<sup>th</sup> September. It was proposed by the Chairman that the Vice Chairman attend in place of the Clerk who would be away on this date.

**RESOLVED:** That this item be deferred to the September meeting to enable Members to further consider this issue and give their final thoughts and suggestions to be taken by the Chairman and Vice Chairman to the meeting with the District Council.

**09:08/19      ROAD CLOSURES**

Notification had been received of the following road closures:-

Ice House Lane	Monday 19 <sup>th</sup> and Tuesday 20 <sup>th</sup> October
Station Road	Wednesday 21 <sup>st</sup> until Friday 23 <sup>rd</sup> October
All Saints Road	Monday 26 <sup>th</sup> and Tuesday 27 <sup>th</sup> October

**RESOLVED:** That these be noted.

**09:08/20      DOG HYGENE BIN**

A request had been received from a resident asking the Council to consider the installation of a dog bin at the entrance to Sid Meadow. A further letter was received after the issue of the agenda requesting a dog bin in Manstone Lane. Two dog bins had been purchased last year at a cost of approximately £150 with another annual charge of £150 for collection (three times each week).

**RESOLVED:** That the Town Council does not have a duty to provide dog bins and believe that there should be an embargo on the proliferation of dog bins in the Sidmouth area; dog owners should be responsible for clearing up and disposing of any mess.

**09:08/21      DAPC ENGAGING WITH COMMUNITIES CONFERENCE**

Councillors Turner, Dyson and Pollentine, together with the Town Clerk attended the DAPC Engaging with Communities Conference in Exeter on the 22<sup>nd</sup> July. Councillor Turner made a verbal report to the meeting.

**RESOLVED:** That this be noted.

**09:08/22      LETTERS OF THANKS**

A letter of thanks had been received from the Apple Tree Pre-School for their Grant allocation.

**RESOLVED:** That this be noted.

**09:08/23      DOCUMENTS & PERIODICALS**

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

- Devon County Council – Devontalk Summer 2009
- Devon Association of Parish Councils – Newsletter Jul/Aug 2009
- Devon Playing Fields Association – The Playing Field Newsletter

**RESOLVED:** That these be noted.

**09:08/24      QUESTIONS TO COUNTY & DISTRICT COUNCILLORS**

Councillor Mrs. Liverton to County Councillor Hughes.

Q. At the April meeting of the Council it was agreed that we were not in favour of all year round parking restrictions in Manor Road due to the adverse affect on employee parking during the dark winter months when it is not pleasant or safe to walk further than necessary. At the following meeting Councillor Hughes said that in view of the Council's opposition to this any further discussion would be delayed until September. I now understand that a decision has been taken to go ahead with this traffic order. I had always thought that all consultees i.e. Town Council, Ward Members and Police and Highways had to agree on any change or it would not happen.

Can Councillor Hughes inform this Council if that rule has changed and that if it has what is the point of the Town Council being consulted? Also has he consulted with the Chamber of Commerce who are always concerned with the lack of parking in Sidmouth and does he set any store by the fact that this Council (which he now Vice Chairs) has consistently opposed any further parking restrictions until alternatives are provided?

A. County Councillor Hughes gave a full and comprehensive reply; as attached to the Minutes.

# **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.**

### **09:08/25      ADDITIONAL ITEMS**

The Chairman brought forward two items to be raised under Part 'B'.

#### **09:08/25.1      Seafront Amenity Building**

The architect had recommended that the Town Council should consider delaying tanking out the two side shelters until the spring; this would allow for testing of the centre shelter after the winter to ensure that the tanking process had been successful. The Town Clerk reported that a meeting would be arranged between the Esplanade Working Party, the Sidmouth Youth Initiative and the architect to discuss this project.

The Town Clerk read out a letter received from a resident asking that the new toilet be dedicated to Leslie Bird; the Town Clerk had replied that Members had previously suggested that a plaque be placed in recognition of Mr. Woolley as the majority of the development funding had been taken from the Woolley Bequest. The Town Clerk asked Members whether this could be confirmed.

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

#### **09:08/25.2      Riverside Walkway at The Ham**

The Chairman reported that an emergency repair had been carried out on the railings along the Riverside Walkway at a cost of £48. A quote had been received to replace 3 other posts and top rails which were also corroded in the sum of £375; and a further quote for the complete length to be scraped, sanded, primed, undercoat and glossed in green or brown in the sum of £890.

**RESOLVED:** That this be noted and agreed; the railings to be painted green.

***The following item was agreed to be brought before this meeting of the  
Town Council in order to avoid the need for a Trustee meeting  
the following week to discuss a small number of items***

### **09:08/26      TRUSTEE MATTERS**

The Town Clerk reported that the Condition Report and Valuation of Hope Cottage had been received from Mr. Malcolm Williams of Harrison-Lavers & Potbury's Ltd. and read out the conclusion, as follows:

'In the light of the above we have formed the opinion that the lessees are currently complying with the terms of their lease, and that there are no current outstanding repair issues with the property.'

A copy of the full report would be made available to the representative Councillor for The Museum (Councillor Mrs Jolly) prior to the next Trustee meeting.

**RESOLVED:** That this be noted.

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CHAIRMAN OF THE COUNCIL