

**MINUTES**  
**OF THE**  
**MEETING OF**  
**SIDMOUTH TOWN COUNCIL**  
**HELD ON**  
**MONDAY 1<sup>ST</sup> MARCH 2010**  
**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 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 Dr. D.S. Fung	
Sidford	Councillor S.J. Brokenshire	
Sidbury	Councillor Mrs. C.E. Drew Councillor J.W. Hollick	
Salcombe Regis	Councillor A.W.J. Reed	

**10:03/1**      **PRAYERS**

Prayers were taken by the Reverend Prebendary David James.

**10:03/2**      **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs. L.W.A. Kelly, I.J. McKenzie-Edwards and J. Turner. (Councillor C.F.A. Gibbins was absent from the meeting)

**10:03/3**      **MINUTES**

The Minutes of the Town Council meetings held on Monday 25<sup>th</sup> January and 1<sup>st</sup> February 2010 were received and signed as a true and accurate record.

**10:03/4**      **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**

**10:03/5      DECLARATIONS OF INTEREST**

Declarations of Interest were received as follows:

10:03/21	Councillor S.J. Brokenshire	Member of Royal British Legion
10:03/21	Councillor J.W. Hollick	Member of Royal British Legion
10:03/21	Councillor Mrs. A.E. Liverton	Member of Royal British Legion
10:03/21	Councillor G.K. Liverton	Member of Royal British Legion
10:03/21	Councillor P. Sullivan	Member of Royal British Legion

**10:03/6      MATTERS OF REPORT FROM THE CHAIRMAN**

- The Chairman thanked Councillor Hughes and Councillor Mrs. Liverton who had, respectively, acted as Chairman and Vice Chairman during the Chairman's absence due to ill health.
- The Chairman reported that the notice board working party had met to discuss a possible replacement for the notice board at Sidford. The proposed quotation was to use hardwood (oak) frame and posts with marine ply-wood backing at £425, an oak header with lettering and town crest at £130 and installation costs of £120 making a total of £675. This compared favourably with previous quotations.

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

- Following the query raised at the February meeting regarding Street Collections the Town Clerk reported that the Boxing Day Swim collections were made on behalf of the RNLI committee.
- The Chairman reported that the District Council would be holding a workshop on Monday 12<sup>th</sup> April 2010 to discuss the requirements for future development in towns up to 2026; this was part of the Local Development Framework Core Strategy consultation. The workshop would be held at Kennaway House from 1.00pm to 5.30pm and Members were asked to inform the Town Clerk as soon as possible if they wished to attend.
- The Chairman reported that the Vicarage Road closure shown in item 10:03/23 had been cancelled.

**10:03/7      POLICE REPORT**

PC Steve Lemon presented the Police Report for February 2010.

**10:03/8      COMMITTEE/WORKING PARTY REPORTS**

10:03/8.1      Planning Committee Reports

In the absence of both the Chairman and the Vice Chairman of the Planning Committee, Councillor Hollick, presented the reports of the Planning Committee meetings held on Wednesdays 3<sup>rd</sup> and 17<sup>th</sup> February 2010.

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

**10:03/9      REPORTS FROM MEMBERS WITH SPECIAL RESPONSIBILITIES**

10:03/9.1      Finance Report

In the absence of Councillor Turner, the Town Clerk presented the Finance Report for January and the Interim Report for February 2010.

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

10:03/9.2 Manor Pavilion

Councillor Mrs. Newth gave a verbal report from the Manor Pavilion Management Committee meeting and Councillor Liverton reported that there would be a Public Meeting held on 25<sup>th</sup> May at the Manor Pavilion.

**RESOLVED:** That this be noted.

10:03/9.3 Larger Local Councils

Councillor Pollentine gave a verbal report from the Larger Local Councils meeting.

**RESOLVED:** That this be noted.

10:03/9.4 Sidmouth Hopper Bus

Councillor Dyson gave a verbal report regarding this year's Sidmouth Hopper Bus Service. The tender process had been completed with the contract being awarded to Hatch Green Coaches in Taunton.

**RESOLVED:** That this be noted.

10:03/9.5 Parish Paths Partnership

Councillor Dyson gave a verbal report regarding the Parish Paths Partnership Annual Event held to thank all the P3 supporters and volunteers. A talk had been given by Philip Planel, East Devon AONB; this event had been well attended and positive feedback had been received.

**RESOLVED:** That this be noted and special thanks be recorded for the catering which had been organised and supplied by Mrs. Dyson and Mrs. Reed.

**10:03/10** **JURASSIC COAST**

On the 27<sup>th</sup> January Councillor Pollentine attended a meeting of the Jurassic Coast Communities Forum and a copy of his report was attached to the agenda for Members information.

**RESOLVED:** That this be noted.

**10:03/11** **PROPOSALS FOR FUTURE UNITARY STRUCTURES  
COMMUNITIES & LOCAL GOVERNMENT RESPONSE**

Enclosed with the agenda was a copy of a letter received from the Department for Communities and Local Government dated 10<sup>th</sup> February 2010 reporting that the Boundary Committee's proposal for a unitary county council in Devon should not be implemented and the original proposal for a unitary Exeter should be implemented.

**RESOLVED:** That this be noted.

**10:03/12** **ESPLANADE SHELTERS & 'THE ARCHES'**

Sidmouth Youth Trust was keen to open the western shelter during the first weekend in May under the branding of 'The Arches'. Bagwell Builders had been instructed to continue with their contract to convert both the western and eastern shelters and the work was hoped to be completed in April.

A meeting of the Esplanade Shelter Working Party was held on Friday 19<sup>th</sup> February and a copy of the report was attached. It would be necessary for the Council to formally agree to enter into a Lease with Sidmouth Youth Trust (details of which had been agreed by the Working Party).

The Town Clerk reported that a further connection to the drainage system would be required for the other two shelters; this would cost approximately £3,000. Planning applications needed to be made for Change of Use for both the eastern and western shelters; it was suggested that the western shelter, to be known as 'The Arches', should be changed to D2 for Assembly & Leisure and the eastern shelter to D1 for Museums, Art Galleries, Exhibitions.

**RESOLVED:** That (i) The Lease agreement with Sidmouth Youth Trust be agreed and should be signed by the Chairman and Town Clerk.

(ii) The further SWW connection to the sewerage system be agreed at a cost of £3,000.

(iii) The Planning Applications for Change of Use be agreed as D2 western shelter and D1 eastern shelter.

### **10:03/13      CHRISTMAS LIGHTING**

There were problems experienced with this years new LED Christmas lights. The Town Clerk asked Torbay Display for explanations regarding these issues and a response had been received from them reporting that:-

*'there were some disappointing moments with this years lighting. The weather which was unduly severe did not help as it became almost impossible to connect without water attempting to enter every tiny crevice (despite the best efforts of the workforce) this topped with our brand new features being faulty compounded the situation - we are currently in talks with the supplier'. The letter concludes by stating that 'with this in mind, although this was out of our control we do understand how frustrating it felt and feel it would be an intention of goodwill to give a discount on the balance'.*

The final invoice had been received with a deduction of £500.

**RESOLVED:** That this be noted.

### **10:03/14      DEFINITIVE MAP REVIEW – HOLMDALE/MILL STREET**

Devon County Council had written enclosing the attached map reporting that the route marked in green had no recorded highway status, but they were informed that it had been used by the public for many years and was regarded as a public footpath. Devon County Council was investigating whether a right of way had been established and asked whether the Town Council had any comment or information which might assist.

**RESOLVED:** That Sidmouth Town Council support the formal creation of a Right of Way between Holmdale and Mill Street.

### **10:03/15      ACQUISITION OF LAND FROM DISTRICT COUNCIL**

The Town Clerk had been working with Ford Simey on the Transfer Deeds relating to various parcels of land and it was confirmed that transfers were now ready to be signed by the Chairman and the Clerk (on behalf of Sidmouth Town Council) in respect of Long Park, Manstone Skate Park and Sidmouth Golf Course. It was proposed to complete on Long Park and Manstone Skate Park on 1<sup>st</sup> April 2010 and the transfer of the Golf Club would take place as soon as East Devon District Council agree.

Long Park and Manstone Skate Park transfers were subject to a provision to use the property only for their existing use or similar public facility and in the event of Planning Permission being obtained within 21 years from the date of transfer 75% of the uplift of the value for the first 10 years and 50% for the remaining 11 years would be payable to the Transferor. Sidmouth Golf Club was transferred together with but subject to the lease dated 10<sup>th</sup> May 1971 to the Trustees of Sidmouth Golf Club. Sidmouth Town Council had in the past leased the Golf Club to East Devon District Council who then leased to the Trustees of the Golf Club. This transfer closed the lease between the two Councils and brought the land back to Sidmouth Town Council as absolute owner.

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

**10:03/16**      **MOBILE LIBRARY SERVICE**

Devon Libraries had reported that over the last ten years the number of people using the mobile library services had declined by more than 40% and they wanted to revitalise the mobile library service so that it became a better used and more vibrant service within rural communities. Currently 11 mobile library vehicles stopped at mostly rural locations throughout the county. The County Council asked Town and Parish Councils for their views by 19<sup>th</sup> March on the following five issues:

- Where is the best place for the mobile to stop in your community so that most people could use it? Please tell us why.
- Are there any parking issues you are aware of with the stop you are suggesting?
- What is the best time and day of the week for the mobile to visit to suit most people in your community? Please tell us why. For example is there a coffee morning, lunch club, after school session or other activity at this time?
- What is the best way to promote the mobile library service in your community?
- Do you have any other views or suggestions on how the mobile library service can be improved.

Councillor Hollick reported that the mobile library visits Sidbury every Thursday afternoon.

**RESOLVED:** That the service should be retained; a list of where the library currently stops would be useful for Members and residents information.

**10:03/17**      **WOOLBROOK TOILETS/CARNIVAL**

A letter had been received on behalf of the new committee for Sidmouth Carnival asking whether it might be possible to keep the Woolbrook toilets open on Saturday 25<sup>th</sup> September. The letter also asked whether a grant might be available.

**RESOLVED:** That a letter be sent to the District Council asking that the toilets remain open during the evening of Saturday 25<sup>th</sup> September. A grant application form would be sent to the Carnival committee.

**10:03/18**      **COUNTRYSIDE EVENTS PROGRAMME 2010**

Attached to the agenda was a copy of a letter received from Councillor Graham Brown (Environment Portfolio Holder at East Devon District Council) which promoted East Devon District Council's Countryside Events programme for 2010. The programme now extended to around one hundred events and a copy of the booklet was available in the office.

**RESOLVED:** That this be noted.

**10:03/19**      **BBC CHILDREN IN NEED – SMALL GRANTS**

A press release from BBC Children in Need stated that their experience showed that significant and valuable work could be achieved with a small grant (£10,000 or less pa for a maximum of three years). An email had been received asking the Town Council to publicise availability of this grant in its area.

**RESOLVED:** That this be noted.

**10:03/20      SIDMOUTH IN BLOOM**

Councillor Mrs. Mary Jolly reported that she had resigned from the Sidmouth in Bloom Committee and it would, therefore, be necessary for the Council to make a new appointment.

**RESOLVED:** That this be noted; Members recorded their thanks to Councillor Mrs. Jolly for her work on behalf of Sidmouth in Bloom.

**10:03/21      ROYAL BRITISH LEGION**

An invitation had been received from The Royal British Legion to Members of the Council to attend a Church Service and unveiling of the new Memorial Plaque at the Parish Church and to a reception afterwards in the Memorial Club on Saturday 24<sup>th</sup> April commencing at 11.30am followed by the service at 12.00 noon. Members were asked to inform the Town Clerk as soon as possible if they wished to attend.

**RESOLVED:** That this be noted.

**10:03/22      EVENTS ON COUNCIL LAND**

The District Council had received the following requests and asked whether the Town Council had any objections:-

- DD's Dance and Exercise group to put on a staged performance in Connaught Gardens on the afternoon of 13<sup>th</sup> June 2010.
- Exeter Children's Orchestra to perform on the Bandstand at Connaught Gardens on Saturday 26<sup>th</sup> June 2010.
- Sid Valley Horticultural Society Annual Show on 13/14/15 August at Sidford Recreation Ground.
- Christadelphian Ecclesia of Seaton wished to hold their annual service in Connaught Gardens and Bandstand on 20<sup>th</sup> June 2010 between 3pm and 4.30pm.

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

**10:03/23      ROAD CLOSURE ORDERS**

- 10<sup>th</sup> to 13<sup>th</sup> May 2010 inclusive – Outside edge of Synderborough Farm to junction with A375 to enable work for South West Water.
- 19<sup>th</sup> to 20<sup>th</sup> April 2010 inclusive – Vicarage Road (by its junction with Elsie Fields) to enable utilities work by Wales and West Utilities – CANCELLED

**RESOLVED:** That the Road Closure Order be noted.

The following Footpath closure was received after compilation of the agenda

- 24<sup>th</sup> Feb to 17<sup>th</sup> March 2010 inclusive – Footpath 120 – Temporary closure necessary in the interest of public safety due to a cliff fall. County Councillor Hughes reported further information regarding this closure; see attached report, tabled to Members at the meeting.

**RESOLVED** That a letter be sent to the County Council expressing the Town Council's concerns with regard to the possible loss of Footpath 120.

*It was agreed during this item that consideration should be given at the informal meeting to a change in the Town Council's policy and procedure for Public Open Question Time.*

**10:03/24      TRAFFIC MANAGEMENT GROUP**

Members were invited to put forward items for the next Traffic Management Group meeting to be held on Tuesday 2<sup>nd</sup> March 2010 at 11.30am in Woolcombe House.

**RESOLVED:** That residents parking in Mill Street/Riverside be referred, plus the one-way system.

**10:03/25      MAKING IT LOCAL GRANTS**

Making it Local is a five year, locally managed, grants scheme in the Blackdown Hills and East Devon Areas of Outstanding Natural Beauty. There were two free workshops being held to provide support and advice on completing grant application forms for Making it Local. These would be held on Monday 22<sup>nd</sup> March at The Institute, Ottery St Mary (2.00-4.00pm) and Wednesday 24<sup>th</sup> March at Combe St. Nicholas Parish Hall (1.30-3.30pm).

**RESOLVED:** That Councillor Pollentine would attend on behalf of the Council.

**10:03/26      DOCUMENTS & PERIODICALS**

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

- Devon County Council – Investing in Devon Strategic Plan 2009 – 2013
- International Tree Foundation – Journal Trees January/February 2010
- Devon Community Recycling – Junkmail Issue 3
- Devon Playing Fields’ Association Newsletter – The Playing Field Winter 2010
- East Devon Volunteer Support Agency – VIVA January 2010

**RESOLVED:** That these be noted.

**10:03/27      QUESTIONS TO COUNTY & DISTRICT COUNCILLORS**

From Councillor Wale to County Councillor Hughes:

Q. Both residents and I are becoming very concerned over the ever increasing traffic and congestion issues within our town centre. In light of losing evermore parking spaces and the many yellow lines which now cover many areas, we need to fully address these mounting issues with long term solutions to aid both residents and the many visitors to our town. The town presents a cul-de-sac scenario that encourages traffic to continually circulate around the town centre especially when looking for car parking spaces which again contributes to the congestion issues within the town. In light of these issues do you support the Pedestrianisation of our town centre as a means to aiding the various long term congestion issues which the town is now facing?

A. County Councillor Hughes gave a comprehensive response.

**10:03/28      CODE OF CONDUCT BRIEFING**

The Chairman reported that the District Council would be holding a Code of Conduct session at the Knowle on Tuesday 27<sup>th</sup> April from 9.30am until lunchtime, followed by an afternoon session specifically for clerks. Members were asked to inform the Town Clerk as soon as possible if they wished to attend.

**RESOLVED:** That this be noted.

.....  
CHAIRMAN OF THE COUNCIL