SIDMOUTH TOWN COUNCIL

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To: All Members of the Town Council
Town Clerk

27 October 2020

For information:
District Councillor for Sidmouth not on the Town Council

Dear Sir/Madam,

Virtual Meeting of Sidmouth Town Council
Monday 2 November 2020 at 6.30pm

You are called upon to attend the above meeting where it is proposed that the matters set out on the agenda below will be considered and resolution or resolutions passed as the Town Council considers appropriate. Due to the current COVID-19 situation, the Town Council will meet virtually via the Zoom software platform. This is as authorised by the Regulations set out in Clause 78 of the Coronavirus Act 2020. Please note the start time of the meeting.

Those members of the public wishing to view the meeting or speak on an agenda item are required to register by emailing towncouncil@sidmouth.gov.uk at least 24 hours before the start time of the meeting, after which virtual meeting details will be sent out to speakers/attendees.
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. Individual contributions will be limited to a maximum period of three minutes.

Yours faithfully,

Christopher E Holland
Town Clerk

A G E N D A

PART 'A'

Page/s

1 **Apologies**

To receive any apologies for absence.

2 **Minutes**

To confirm the minutes of the meetings of the Town Council held on Monday 5 and 26 October 2020. 4 – 8

Page/s

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 are no items which the Town Clerk recommends should be dealt with in this way.

6 **Public Open Question Time**

In accordance with Sidmouth Town Council Standing Orders Item 1 (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 1(d), a question shall not require a response or debate.

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.)

7 **Police Report**

To receive the October 2020 Police Report.

(Members are asked to notify the Town Clerk of questions to be raised in advance of the meeting where possible.)

8 **Committee/Working Group Reports**

8.1 Planning Committee Reports

To receive the reports of the Planning Committee meetings held on 7, 9 and 21 October 2020. 9 – 15

8.2 Environment Committee Report

To receive the report of the Environment Committee meeting held on Monday 12 October 2020. 15 – 18

8.3 Tourism & Economy TaFF Report

To receive an update, if appropriate, from Chair of the Tourism & Economy TaFF.

8.4 Council Resources Review Working Group

To receive an update, if appropriate, from the Chair of the Council Resources Working Group.

8.5 Live Sidmouth Website Working Group

To receive an update, if appropriate, from the Live Sidmouth Website Working Group.

Page/s

8 **Committee/Working Group Reports**

8.6 Other Reports from Working Groups

To receive any notified reports from Chairs of Working Groups, if required.

9 **Reports from Members with Special Responsibilities**

9.1 Finance Report

a) In accordance with section 2.2 of the Town Council's Financial Regulations Members are asked to note that the Member with Special Responsibility for Finance has verified the bank reconciliations, for all accounts, as at the end of September 2020.

b) To receive the Finance Report for September 2020. 19 – 22

9.2 Other Reports from Members with Special Responsibilities

To receive other notified reports from other Members.

10 **The Sidmouth Trust**

Members may be aware that The Sidmouth Trust has been created; it is a charity which has as its primary aim to create a fund to finance exciting projects which will help carry Sidmouth through the 21st century.

The trust is chaired by local businessman Edward Willis Fleming and its trustees are all local residents. The trust had wanted to publicly launch itself back in the summer but Covid had put a dampener on its ability to hold a meaningful launch. Therefore, the trust has decided to go ahead with a number of lower key initiatives such as seeking local press and social media interest, whilst briefing key organisations and individuals about the trust and its objectives.

To this end Edward Willis Fleming has been invited to give a presentation to Members about the Trust and its aims.

SIDMOUTH TOWN COUNCIL
Minutes of the Meeting of Sidmouth Town Council held on Monday 5 October 2020 at 6.30pm

(Due to the current COVID-19 situation, the Town Council met virtually as authorised by the Regulations set out in Clause 78 of the Coronavirus Act 2020.)

Ward	Councillors Present:
Sidmouth North	Charissa Evans
	Stuart Hughes
	Dawn Manley
	Jenny Ware
Sidmouth South	Kelvin Dent
	Chris Lockyear
Sidmouth West	Louise Cole
Primley	Deirdre Hounsom
	Emma Murdoch
	Jeff Turner
Sidford	Jack Brokenshire
	Marianne Rixson
Sidbury	John Loudoun
Salcombe Regis	Ian Barlow (Chair)
Apologies:	Denise Bickley

The meeting started at 6.30pm and finished at 7.45pm.

PART 'A'

162 Appointment of Vice Chair of the Council

It was proposed by Councillor Cole and seconded by Councillor Dent that Councillor Lockyear be appointed Vice-Chair of Sidmouth Town Council for the forthcoming year. There being no other nominations, Councillor Lockyear was duly appointed Vice-Chair of Sidmouth Town Council. Councillor Lockyear read aloud the Vice-Chair's Declaration of Acceptance of Office.

163 Minutes

The minutes of the meeting of the Town Council held on Monday 7 September 2020 were signed as a true and accurate record.

164 Declarations of Interest

There were no Declarations of Interest received at this meeting.

165 Police Report

Sgt Roy Hutter presented the police report for September 2020 which showed 42 crimes in 2020 compared to 35 for the same period last year. Sgt Hutter reported that he had requested a secondment to Sidmouth to cover for PC Steve Harrington who was away on long term sick leave. He would be working closely with the Council's Police Advocate, Councillor Dent with regular liaison meetings.

166 Committee/Working Group Reports

166.1 Planning Committee Reports

Councillor Dent, Chair of the Planning Committee, presented the report of the Planning Committee meetings held on Wednesdays 2, 9 and 23 September 2020.

RESOLVED: That the Planning Committee report be noted and agreed.

166.2 Tourism & Economy Committee Report

a) Councillor Cole presented the report of the Tourism & Economy Committee meeting held on Monday 14 September 2020.

RESOLVED: That the Tourism & Economy Committee report be noted and agreed

b) Members were asked to note that funding for the extension to the Emergency Covid Temporary Traffic Order agreed in Min.56 of 14 September, would be taken from the funding previously authorised by Council (£10,000). Members also noted that The Dairy Shop had their licence renewal application, to enable outside dining on the pavement opposite the shop, refused.

RESOLVED: That it be noted and agreed that the funding for the extension to the Emergency Covid Temporary Traffic Order would be taken from the £10,000 funding previously authorised by Council.

166.3 Tourism & Economy TaFF Report

Councillor Cole, Chair of the Tourism & Economy TaFF reported that a number of projects were well underway; the design of shoulder season campaign films for social media and website, Ignyte were preparing a draft marketing campaign for 2021, TIC Review meetings were continuing, as were the Hospitality Recovery meetings with local tourism stakeholders.

RESOLVED: That the Tourism & Economy TaFF report be noted.

166.4 Council Resources Review Working Group Report

Councillor Barlow, Chair of the Council Resources Working Group reported that the working group were continuing to collate information regarding existing Town Council resources and assets whilst considering possible future transfer of assets from the District Council.

RESOLVED: That the Council Resources Working Group report be noted.

166.5 Live Sidmouth Website Working Group

Councillor Evans reported that Zonkey were currently transferring content from the old website to the new, which unfortunately had to be done manually. A draft website had been made available to the working group who would now be considering the redesign of the structure, pages and content. Councillor Evans asked that Members note the considerable amount of work that had been carried out by Liz Palmer and Adele Salter in their roles on the working group.

RESOLVED: That:

1. The Live Sidmouth Website Working Group report be noted.
2. Liz Palmer and Adele Salter be thanked for their work in their roles on the working group.

167 Reports from Members with Special Responsibilities

167.1 Finance Report

Councillor Lockyear presented the Finance Report for August 2020.

RESOLVED: That:

1. The Finance Report for August 2020 be noted and agreed.
2. Consideration be given to creating the role of Deputy Member with Special Responsibility for Finance.

168 Current Major Projects update

The Town Clerk gave an update on the following projects:

a) Knowle Amphitheatre (Devon County Council scheme) – ground works had commenced to create the swale, water storage and amphitheatre terraced areas. The intention was that this scheme would hold run off drainage water to avoid flooding further into the town.

The Town Clerk shared a number of photographs that had been taken over the last few weeks and reported that the scheme was on track for completion by the end of the year.

The Chair had arranged a meeting, with the senior representative of Life Story, to discuss the ongoing and future care of the Knowle gardens and grounds.

b) Skatepark – the old skate park had taken 3-4 days to demolish and remove and the ground works were now well underway to create the layout, jumps and bowl of the new structure. The Town Clerk shared a number of photographs that had been taken over the last few weeks and reported that it was anticipated the skatepark would be completed prior to Christmas.

RESOLVED: That current major projects progress report be noted.

169 Pre-Budget Council Meeting – change of date

Members were asked to note that the meeting of the Council to discuss the Pre-Budget would be held on Monday 26 October at 6.30pm. (Previously 19th October)

RESOLVED: That it be noted that the Pre-Budget meeting would now be held on Monday 26 October 2020 at 6.30pm.

…….

CHAIR OF THE COUNCIL

SIDMOUTH TOWN COUNCIL
Minutes of the Pre-Budget Meeting of Sidmouth Town Council held on Monday 26 October 2020 at 6.30pm

(Due to the current COVID-19 situation, the Town Council met virtually as authorised by the Regulations set out in Clause 78 of the Coronavirus Act 2020.)

Ward	Councillors Present:
Sidmouth North	Dawn Manley
	Jenny Ware
Sidmouth South	Denise Bickley
	Kelvin Dent
	Chris Lockyear (Vice Chair)
Primley	Deirdre Hounsom
	Emma Murdoch
Sidbury	John Loudoun
Sidford	Jack Brokenshire
Salcombe Regis	Ian Barlow (Chair)
Apologies:	Louise Cole, Charissa Evans, Stuart Hughes, Marianne Rixson, Jeff Turner

The meeting started at 6.30pm and finished at 8.10 pm.

PART 'A'

170 Declarations of Interest

There were no Declarations of Interest received at this meeting.

171 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.

172 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'

173 Budgets/Estimates

Members were asked to consider the recommendations of Councillor Lockyear, Member with Special Responsibility for Finance, prior to the Budget/Estimate meeting in January 2021.

A confidential draft schedule had been issued to Members for their consideration.

RESOLVED: That the draft budget be approved with the following additions and changes:

- That the Christmas Lighting and Events budget be increased to £14,000.
- That the Dog Hygiene Bins budget be increased £2,000 to enable installation and emptying of an additional dog bin in Sidbury.
- That the grant budget allocation to Sidmouth in Bloom be increased to £8,000.
- That the Sidmouth Hopper Bus budget be removed for the 2021/22 financial year.
- That the Manstone Youth Centre budget be increased to £85,000 to further augment the Earmarked Reserve to enable the building of a replacement youth centre building.

- That no budget be included for the Knowle Open Space & Amphitheatre for the 2021/22 financial year.
- Members asked that £1500 of bank interest be added to the Pre Budget figures but were advised though this was possible, it would likely be removed from the final budget due to extremely low interest rates. (0.01%)
- That the Town Clerk and Member with Special Responsibility for Finance review the current levels of Earmarked Reserves and make recommendations to Council at the January budget meeting.

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CHAIR OF THE COUNCIL

Matters considered by Sidmouth Town Council's Planning Committee Original Planning Committee Date: 7 October 2020

(Due to the current COVID-19 situation, the Planning Committee met virtually as authorised by the Regulations set out in Clause 78 of the Coronavirus Act 2020.)

Councillors present: Kelvin Dent (Chair)
Jeff Turner (Vice-Chair)
Ian Barlow
Deidre Hounsom
Jenny Ware
John Loudoun
Dawn Manley

The meeting started at 10 am and finished at 10.52 am.

408 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Barlow	20/1631/FUL Thorn Park Family Golf Centre, Salcombe Regis, Sidmouth, EX10 0JH	Personal Interest	Did not vote on this item	Acquainted with the applicants

409 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.

410 Minutes

Agreed and delegate to the Chair of the Planning Committee to sign as a true and accurate record, the Minutes of the Planning Committee meeting of 23 September 2020.

411 Applications for consideration

Resolved That in respect of the Planning Applications set out below and attached, 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.

Applications for consideration

412 20/1949/LBC East Ward — Mr Graham Gill — Norton Garth Court Station Road Sidmouth. Installation of 6 vents to the south western elevation and 6 vents to the north eastern elevation.

SUPPORT subject to the recommendations of the Conservation Officers.

413 20/2090/FUL North Ward — Sid Valley Practice — Beacon Medical Centre, Sedemuda Road, Sidmouth, EX10 9YA. Proposed two storey side extension for improved medical facilities.

SUPPORT

414 20/1631/FUL Salcombe Regis Ward — Mr M Burrough — Thorn Park Family Golf Centre, Salcombe Regis, Sidmouth, EX10 0JH. Change of use of former 9-hole golf course to area associated with the drying and storing of bell tents and the erection of storage and workshop building.

SUPPORT subject to the existing storage containers being removed

415 20/1746/FUL West Ward — Mr Mark Laurenti — Woolbrook Reservoir, Balfours, Sidmouth, EX10 9EF. Felling of trees and excavation of an earth bank to facilitate enlargement

of the existing parking area to form three additional parking spaces and construction of a retaining wall and car port.

Deferred – SITE INSPECTION

416 Tree Applications for Decision

The Town Council is authorised to make a decision on the following tree applications.

a)	20/1803/TRE West Ward	Mr Mark Laurenti	Woolbrook Reservoir, Balfours, Sidmouth, EX10 9EF. Fell and replace a total of 15 number trees as identified within the arboricultural report. The works are part of the arboricultural management of the site.

Deferred – SITE INSPECTION

417 Prior notification of proposed works to trees in a Conservation Area (Section 211 Notice)

The Town Council has been given the required notification of the following tree works and may comment accordingly**.**

a)	20/1903/TCA East Ward	Mrs J Wevill	8 Salcombe Road, Sidmouth, EX10 8PU. Bay Tree - Take the height back down and where possible cut back to boundary without destroying shape and sanctuary for birds and cut back ivy the tree is blocking light and sunshine until after 1pm.

NOTED

b)	20/1930/TCA Salcombe Regis Ward	Miss Chapman	Springcombe House, Salcombe Regis, Sidmouth EX10 0JN. T1, leaning pittosporum - dismantle and fell. T2, dying apple - fell to a six-foot stump. T3, pittosproum by lawn - reduce and re-shape to leave a natural form. T4, magnolia - remove dying stem.

NOTED

c)	20/1849/TCA South Ward	Mr Conor Ellis	Audley, All Saints Road, Sidmouth, EX10 8DY. Liquid amber (T4) 3m crown reduction, removal of any dead, weak fork, large cavities and dead wood are evidence of the tree's poor health.

NOTED

d)	20/1898/TCA South Ward	Mr Stev Opie	Green Gables, All Saints Road, Sidmouth, EX10 8EU. Cherry - Reduce radial spread of tree by 1.5 to 2 m to retain an average radial spread to 3 to 3.5m. Yew - Trim plus crown raise to give 1.5m clearance over parking bay. Holly - Prune back to boundary wall. Magnolia - Prune back to boundary wall. Purple Plum - Prune back to boundary wall. Cherry (behind Magnolia) - Suspected fire Blight. Prune affected branches back to 30cm beyond any signs of infection.

NOTED

418 Unsupported Decisions

The following unsupported decisions had been received.

20/1569/FUL Cedar Shade Cottage, 75 All Saints Road, Sidmouth, EX10 8EX.

Sidmouth Town Council	EDDC
Unsupported	Approved

419 Appeals

The following Appeals decision had been received.

Ref APP/U1105/W/20/3248708 Site off Cheese Lane, Cheese Lane, Sidmouth, Devon, EX10 8QY.

The **APPEAL IS DISMISSED**

420 Enforcement Letters

No Enforcement letters were received.

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CHAIR OF THE PLANNING COMMITTEE

Matters considered by
Sidmouth Town Council's Planning Committee
Original Planning Committee Date: 9 October 2020

(Due to the current COVID-19 situation, the Planning Committee met virtually as authorised by the Regulations set out in Clause 78 of the Coronavirus Act 2020.)

Councillors present:	Kelvin Dent (Chair) Jeff Turner (Vice-Chair) Ian Barlow Deirdre Hounsom John Loudoun
Apologies:	Jenny Ware

The meeting started at 12.00 pm and finished at 12.22 pm.

425 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.

426 Applications for consideration following a site visit

Resolved That in respect of the Planning Applications set out below and attached, 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.

Applications for consideration

427 Tree Applications for Decision

The Town Council is authorised to make a decision on the following tree applications.

a)	20/1803/TRE West Ward	Mr Mark Laurenti	Woolbrook Reservoir, Balfours, Sidmouth, EX10 9EF. Fell and replace a total of 15 number trees as identified within the arboricultural report. The works are part of the arboricultural management of the site.

APPROVED subject to conditions (including replanting) as recommended by the Local planning Authority Arboricultural Officer

Reasons: As the existing trees are in a poor condition.

Note: Members urged the Local Planning authority to encourage additional tree planting over and above that required in suitable native species. (including the area covered by a number of existing Alder trees).

Members asked for a short press statement to be made explaining the reasons for decision.

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CHAIR OF THE PLANNING COMMITTEE

Matters considered by Sidmouth Town Council's Planning Committee Original Planning Committee Date: 21 October 2020

(Due to the current COVID-19 situation, the Planning Committee met virtually as authorised by the Regulations set out in Clause 78 of the Coronavirus Act 2020.)

Councillors present: Kelvin Dent (Chair)
Jeff Turner (Vice-Chair)
Ian Barlow
Deidre Hounsom
Jenny Ware
John Loudoun

The meeting started at 10 am and finished at 10.55 am.

421 Declarations of Interest

There were no declarations of interest.

422 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.

423 Minutes

Agreed and delegate to the Chair of the Planning Committee to sign as a true and accurate record, the Minutes of the Planning Committee meeting of 7 October 2020.

424 Applications for consideration

Resolved That in respect of the Planning Applications set out below and attached, 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.

Applications for consideration

425	20/2105/FUL East Ward	Adam Dent	4 Cambridge Terrace, Salcombe Road, Sidmouth, EX10 8PL. Replacement of existing fence shed and storage cupboards with new feather board fence and gates, single wider shed and motorbike storage hut.
	SUPPORT		
426	20/2170/FUL North Ward	Mr Allen	Land At 1 - 12 Tully Gardens, Sidmouth, EX10 9TE. Construction of 3no. bin stores.
	SUPPORT		
427	20/2110/FUL Primley Ward	Mr & Mrs Heather & Richard Gordon	26 Summerfield, Sidmouth, EX10 9RY. Construction of single storey rear extension and associated landscaping.
	SUPPORT		
428	20/2050/LBC Sidbury Ward	Sara Hook & Colin Hamilton	Flat 1, Sidbury House, Buckley Road, Sidbury, Sidmouth, EX10 0SL. Block up door into kitchen and remove wall into kitchen.
	SUPPORT subject to the recommendations of the Conservation Officers.		
429	20/2112/FUL South Ward	Dr Sara Riley	6 West Park Road, Sidmouth, EX10 9DH. Proposed single storey front extension, garage conversion and rear balcony.

SUPPORT

NOTE - Members have concerns people will start to park in the parking circle and would like the Local Planning Authority to note this when considering applications for this area.

430 20/2005/FUL Mrs E 30 Sanditon, Station Road, Sidmouth, EX10 8LL.
South Ward Theobald Installation of replacement window to kitchen.
SUPPORT

431 20/2062/OUT Mr P & M Mentone, Vicarage Road, Sidmouth, EX10 8TS.
South Ward Titherington Construction of dwelling within grounds of Mentone (outline application with all matters reserved)
SUPPORT

432 Prior notification of proposed works to trees in a Conservation Area (Section 211 Notice)

The Town Council has been given the required notification of the following tree works and may comment accordingly**.**

a) 20/1975/TCA Mr Luke Morrison 5 Cambridge Terrace, Salcombe Road, Sidmouth, EX10 8PL.
Birch tree to be removed, low amenity value. Customer is keen to plant a fruit bearing tree for their own use which will be easily maintained.

NOTED

433 Tree Applications for Decision

The Town Council is authorised to make a decision on the following tree applications.

a) 20/1880/TRE Mr Cutler 8 Coombe Hayes, Sidmouth, EX10 9XX.
T1, eucalyptus - large limb on west side over grass area, shorten back by approximately 7m to a suitable second order branch. Low branches over garden of No17, shorten back by approximately 3m. Large low limb over Laburnum on east side, shorten back by approximately 3m. Reduce height by approximately 4m to leave a height and spread of approximately 19m and a radial spread of 7m. Reason to allow more light into the surrounding houses and gardens and to lessen the likelihood of branch breakage.

THIS IS A **SPLIT** DECISION (a part of the application has been refused and a part approved).
The Council hereby **grants** permission to carry out work described below subject to the following conditions:
Large limb on west side over grass area, shorten back by approximately 7m to a suitable second order branch. Large low limb over Laburnum on east side, reduce to the main trunk, max diameter cut about 100mm

1. The works hereby consented to shall be carried out within a period of 2 years from the date of this decision notice. (Reason - To ensure that the works are carried out within a reasonable period of time.)
2. The works hereby consented to shall be carried out in accordance with British Standard 3998: 2010 (Tree Work - Recommendations). (Reason - In the interests of amenity and to ensure the works are carried out in a satisfactory manner.)

The Council hereby **refuses** permission to carry out work described below for the following reasons:

Low branches over garden of no17, shorten back by approximately 3m. Large low limb over Laburnum on east side, shorten back by approximately 3m. Reduce height by approximately 4m to leave a height and spread of approximately 19m and a radial spread of 7m.

1. Reasoning - The large semi-mature tree growing in a prominent position with close and broad reaching amenity value. The refusal of the crown lift to the north is not on arboricultural reasons, but the landowner over which the tree hangs is happy to have the limb that low. The overall height reduction will reduce the overall amenity value and the tree will normally react with excessive epicormic growth.

The addition work is to shorten the limb leaning on the laburnum back to the trunk as it appears to be a weak limb resting on the shrubbery below.

b)	20/1848/TRE	Mr Bobby Sleightholm	Dyers Meadow, Byes Lane, Sidford. T1 Ash - Reduce tree to retain a habitat stump at approximately 8m above ground level. Reason: Please see attached arb report. Since the production of this report, the tree has recently shed several branches into the communal area.

APPROVED

418 Unsupported Decisions

None reported

419 Appeals

No Appeals received.

420 Enforcement Letters

No Enforcement letters were received.

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CHAIR OF THE PLANNING COMMITTEE

SIDMOUTH TOWN COUNCIL
Minutes of a Meeting of Sidmouth Town Council's Environment Committee held on Monday 12 October 2020 at 6.30 pm

(Due to the current COVID-19 situation, the Town Council met virtually as authorised by the Regulations set out in Clause 78 of the Coronavirus Act 2020.)

Councillors present: Denise Bickley (Chair)
Chris Lockyear (Vice Chair)
Ian Barlow
Marianne Rixson

Invited Reps: Diana East (Sidmouth Arboretum)
Richard Eley, Sidmouth Chamber of Commerce
Di Fuller (Sid Vale Association)
Jeremy Woodward(Vision Group of Sidmouth)

Also Present: Jo Earlam, Author of Rosa's Footprint
Richard Allen and Aileen Heal of SAVE Food Hub

Apologies: Jon Ball, Dave Bramley, Charissa Evans, Emma Murdoch, Rachel Perram, Richard Thurlow,

The meeting started at 6.30pm and finished at 8.30pm

PART 'A'

43 Minutes

The minutes of the Environment Committee meeting held on Monday 13 July 2020 were confirmed and agreed as a true record.

44 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Denise Bickley	All items	Personal	Remained in the Meeting during discussion and voting	Member of Sidmouth Extinction Rebellion Member, Surfers Against Sewage SW Representative and Chair of Sidmouth Plastic Warriors and Sidmouth Biodiversity Group
Cllr Chris Lockyear	All items	Personal	Remained in the Meeting during discussion and voting	Member of Sidmouth Biodiversity Group

45 Matters of Urgency and Report

There were no matters of urgency or report.

46 Exclusion of the Public

There were no items required to be dealt with under Part B.

47 Think Footprint website and Rosa's Footprint by Jo Earlam

Following her presentation to Council, Jo Earlam updated the Committee on the website 'Think Footprint' and launch of her book 'Rosa's Footprint' that imagines the character of the reptile that left it, as a deliberate message about treating the environment with care and for whoever saw it, to "think" about their own footprint they will leave.

The book would be launched on Saturday 17 October 2020. Jo asked Members to think of other ways to help engage the public in the message of the story. Members suggested that a series of real footprints laid into pavements or painted onto certain buildings could work well. It was agreed that the reopening of Sidmouth Museum would be a key factor in helping to engage visitors and residents.

RESOLVED: that the presentation from Jo Earlam be noted.

48 SAVE Food Hub

Aileen Heal and Richard Allen gave a brief presentation of the work of SAVE Food Hub, which was set up in March initially in Seaton, to collect surplus food from local supermarkets. Its volunteers collect and share edible, in-date food with local food banks, community food projects and local people. Set up at the start of lockdown, the group rescues what shops and supermarkets have to, by law, throw away. Members noted that SAVE Food hub sends a lot of food it collects to local food banks in Seaton and Axminster but it was stressed that they are not a food bank.

RESOLVED: that the presentation from Aileen Heal and Richard Allen be noted.

49 Biodiversity Group

Jeremy Woodward gave a brief update on the work of the newly formed Biodiversity Group which had been carrying out numerous surveys as it gathered data and information on the biodiversity of the area.

RESOLVED: that the report be noted.

50 Allotment Provision

Councillor Lockyear reported on the progress of a potential project to provide allotments on land at St John's School. It was noted that though provision could be made, additional fencing and ball stop netting to project both students and allotment tenants would be needed which would incur additional costs. Costs would be examined in the near future to examine and determine if this would be viable. It was hoped that if provision could be made, it would be managed by East Devon District Council's existing administrative process.

RESOLVED: that the report be noted.

51 Beehives

Councillor Lockyear reported that the Council had been liaising with the local Beekeeping groups about the possible locating of beehives on Council land including Alma Field. It was noted that this project was at an early stage and would be updated on at the next meeting.

RESOLVED: that the report be noted.

52 Ash Dieback

Councillor Lockyear reported that the Council would shortly be carrying out tree felling at Long Park to remove diseased Ash trees suffering with Ash Dieback. It was intended to replant with suitable species working with Sidmouth Arboretum. Further work to trees in Manstone Recreation Field would be carried out in 2021.

RESOLVED: that the report be noted.

52 'Rewilding'

Councillor Bickley reported on the project to introduce some wild flowers and wild habitat management on the verge at the Bowd. Councillor Barlow asked if the District Council could work with Sidmouth in Bloom and the Town Council to plant the raised bank at Arcot Road.

RESOLVED: that the report be noted.

53 Future Pedestrianisation of Sidmouth

Councillor Bickley asked the group for their views on the reduction of traffic in Sidmouth ahead of discussions with Devon County Council Highways Road Table meeting. Councillor Bickley asked members to look at Waltham Forest and the work that they had carried out to accommodate pedestrians in more open and safer streets not clogged by cars. It was though that such a scheme tailor made for Sidmouth could work in the town with careful consideration and management. It was also agreed that such a scheme would need to listen to feedback from residents and visitors and not just businesses. Members agreed that the temporary Covid-19 safe streets related restrictions were the perfect time to ty additional ideas.

RESOLVED: that the thoughts from the Committee be passed on at the Devon County Council Highways Round Table meeting when it convened.

54 Report on energy usage by Sidmouth Town Council

Councillor Lockyear reported on Council property energy usage over the past year. He explained that this was a baseline figure which in itself, would not be particularly easy to compare again in future years because of the COvid-19 restrictions and home working. There were however unusual readings relating to the Manstone Youth Centre which were being investigated.

RESOLVED: that the report be noted.

55 Awards for Sustainable Sidmouth

Councillor Bickley and Jeremy Woodward explained how they would like to introduce awards for businesses and individuals who had made a positive contribution to the environment. Ideas for awards were being developed and it was hoped that an awards system and ceremony could be included in the project in the future working with businesses and Chamber of Commerce.

RESOLVED: that the report be noted.

56 Budget Planning

Councillor Lockyear gave a brief report on the spending that the Committee had carried out to date and possible spending in the next financial year.

RESOLVED: that the report be noted.

57 Items raised by invited representatives

There were no items raised by invited representatives.

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CHAIR OF THE ENVIRONMENT COMMITTEE

Sidmouth Town Council - Detailed Income and Expenditure Report
Month 6 - September 2020

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
Council Services					
Public Conveniences	0	0	32,000	32,000	0
Youth Service Support	0	20,000	40,000	20,000	0
Flower Beds, Planters & Watering	0	8,922	18,000	9,078	0
Christmas Lighting & Events	0	0	13,500	13,500	0
Donation to Christmas Lighting (Income)	0	0	-1,500	-1,500	0
Tourism Promotion	5,655	28,176	46,500	18,324	0
Verge Cutting, Town Maintenance & Weeding	1,696	10,375	9,500	-875	-4,800
Verge Cutting DCC Grant (Income)	-4,560	-4,560	-4,500	60	0
Street Furniture	0	0	5,000	5,000	0
Sidmouth Information Centre	0	20,000	30,000	10,000	0
Water Fountains & Defib Mtce	50	297	700	403	0
Dog Hygiene Bins	0	1,040	1,000	-40	0
War Memorials	0	0	100	100	0
Parish Paths Partnership Payments	0	259	0	-259	-259
Parish Paths Partnership (Income)	-2,000	-4,000	0	4,000	4,000
	£841	**£80,509**	**£190,300**	**£109,791**	**-£1,059**
Discretionary Expenditure					
Grants	0	16,400	16,000	-400	-360
Sidmouth Folk Festival	0	33,000	33,000	0	0
Sidmouth Town Band	0	5,000	5,000	0	0
Sidmouth in Bloom	0	10,000	10,000	0	0
South West Museum Development	0	800	800	0	0
Air Display	0	0	10,000	10,000	0
Donation to Air Display (Income)	0	0	0	0	0
Sidmouth Hopper Bus	0	0	13,000	13,000	0
Donation to Hopper Bus (Income)	0	0	0	0	0
SVNP Community Actions	0	0	0	0	0
Environment Committee	365	365	5,000	4,635	0
Covid-19 Expenses	352	6,742	0	-6,742	0
Port Royal Regeneration	267	267	0	-267	-267
Community Infrastructure Levy Payments	0	0	0	0	0
Community Infrastructure Levy (Income)	0	-70,460	0	70,460	70,460
Woolley Bequest Payments	0	5,000	0	-5,000	-5,000
Woolley Bequest (Income)	-15	-15	0	15	15
	£969	**£7,099**	**£92,800**	**£85,701**	**£64,848**

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 6 - September 2020

Woolcombe House	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
Services Gas/Water/Elec	-610	1,028	3,600	2,572	0
Woolcombe House Business Rate	0	3,556	7,600	4,044	0
Woolcombe House (Loan Interest&Repayment)	0	7,444	14,890	7,446	0
Woolcombe House-General Maintenance	778	5,757	8,500	2,743	-4,385
	£168	**£17,785**	**£34,590**	**£16,805**	**-£4,385**
Other Property					
Alma Lane Field	0	0	500	500	0
Manstone Youth Centre	1,378	7,693	50,000	42,307	0
Manstone Sports and Play Areas	23,845	23,866	40,000	16,134	0
Long Park & Play Area	183	678	1,500	822	0
Seafront Amenity Building	729	9,602	30,000	20,398	-5,704
Conservatory Maintenance	130	855	1,000	145	0
Fire Beacon Stewardship	0	3,200	7,000	3,800	0
Fire Beacon Stewardship (Income)	0	0	0	0	0
Sidmouth Golf Club (Income)	0	0	-5	-5	0
Elec Pole Rent (Income)	0	-1	-40	-39	0
	£26,265	**£45,893**	**£129,955**	**£84,062**	**-£5,704**
Trust Property					
The Ham					
The Ham Ground Mtce	0	110	4,100	3,990	0
The Ham Other Mtce	735	1,277	4,000	2,723	0
The Ham Play Equipment	295	500	1,500	1,000	0
The Ham Reserve	0	0	2,000	2,000	0
The Ham 3Phase Power	432	928	1,800	872	0
The Ham Rent (Income)	-156	-6,627	-12,000	-5,373	0
Manstone					
Manstone Land Ground Mtce	60	360	500	140	0
Manstone Other Maintenance	0	0	1,600	1,600	0
Manstone Reserve	0	0	2,000	2,000	0
Manstone Rent (Income)	-247	-495	-2,300	-1,805	0
Salcombe Regis					
S.R. Allotment Field	0	0	0	0	0
S.R. Allotment Field Rent (Income)	0	0	0	0	0
S.R. Recreation Field	0	77	0	-77	0
S.R. Recreation Field Rent (Income)	0	0	-525	-525	0
	£1,119	**-£3,870**	**£2,675**	**£6,545**	**£0**

Sidmouth Town Council - Detailed Income and Expenditure Report
Month 6 - September 2020

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
Members					
Members/Chair's Allowances	0	4,706	6,000	1,294	0
Chair's Expenses	0	0	2,000	2,000	0
Members Expenses/Training	0	0	800	800	0
Elections	0	0	0	0	0
Civic & Hospitality	0	0	1,000	1,000	0
	£0	**£4,706**	**£9,800**	**£5,094**	**£0**
Staff					
Salaries	9,099	47,854	93,000	45,146	0
Pensions	1,797	9,522	20,000	10,478	0
Staff Eye Tests	0	0	100	100	0
Training & Conferences	0	0	1,000	1,000	0
Officers Expenses	0	2	500	498	0
Tourism/Promotion Admin (Income)	0	0	-10,000	-10,000	0
	£10,896	**£57,378**	**£104,600**	**£47,222**	**£0**
Office Expenses					
Postage	0	0	1,700	1,700	0
Stationery	31	135	1,200	1,065	0
Telephone	0	1,737	3,600	1,863	0
Subscriptions	0	2,035	2,400	365	0
Photocopier	77	281	1,000	719	0
Internet, website and webcams	1,702	5,633	7,000	1,367	0
Computer Software Contracts	0	452	1,500	1,048	0
Computer Maintenance Contingency	0	0	1,000	1,000	0
Advertisements	0	0	500	500	0
Audit	0	100	1,600	1,500	0
Insurance	0	6,238	5,500	-738	0
Sundry	22	85	1,200	1,115	0
Bank Charges	14	55	200	145	0
Bank Interest Received (Income)	-262	-681	-2,000	-1,319	0
	£1,584	**£16,070**	**£26,400**	**£10,330**	**£0**

Sidmouth Town Council - Detailed Income and Expenditure Report
Month 6 - September 2020

Expense Group Totals	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Balance	Cummulative To + / From - EMReserves
Council Services	841	80,509	190,300	109,791	-1,059
Discretionary Expenditure	969	7,099	92,800	85,701	64,848
Woolcombe House	168	17,785	34,590	16,805	-4,385
Other Freehold Property	26,265	45,893	129,955	84,062	-5,704
Trust Property	1,119	-3,870	2,675	6,545	0
Members	0	4,706	9,800	5,094	0
Staff	10,896	57,378	104,600	47,222	0
Office Expenses	1,584	16,070	26,400	10,330	0
Precept Received	-295,560	-591,120	-591,120	0	
Net Income over Expenditure	**-£253,718**	**-£365,550**	**£0**	**£365,550**	**£53,700**

Current/Deposit Bank Accounts	£1,055,064
of which	
Woolley Bequest	£10,955
Earmarked Reserves	£579,349