



## **SALCOMBE TOWN COUNCIL**

**Councillors are summonsed to attend the meeting of Salcombe Town Council to be held in the Meeting Room at Cliff House, Salcombe at 6:30pm on Wednesday 26<sup>th</sup> February 2025.**

### **AGENDA**

There will be a 15-minute open forum at the beginning of the meeting for residents of Salcombe to raise with councillors any matters related to the town. Residents are requested to limit their presentations to a maximum of three minutes.

*The meeting will convene.*

#### **1. APOLOGIES**

To receive apologies for absence.

#### **2. DECLARATIONS OF INTEREST**

To receive disclosures of unregistered or other interests from councillors on matters to be considered at the meeting.

#### **3. COUNTY AND DISTRICT COUNCILLOR REPORTS**

To receive reports from Devon County Councillor Rufus Gilbert and South Hams District Councillors Mark Long and Samantha Dennis.

#### **4. MINUTES**

To approve the [Minutes of the Full Council Meeting](#) on 22<sup>nd</sup> January 2025 and to discuss any matters arising.

#### **5. TOWN CLERK UPDATE**

To thank Sara Jones for her two years' service as Town Clerk and to note that Helen Shipperley has now taken over as Locum Town Clerk.

#### **6. CASUAL VACANCIES**

To note that the Town Council has two casual vacancies, one of which is still in the course of being advertised, and to co-opt one new member from applications received.

#### **7. PLANNING**

a. To make recommendations on the following planning applications and tree works:

- **0070/25/LBC** - Listed building consent for internal & external works. Elworthy Cottage, Higher Batson, TQ8 8NF
- **0091/25/HHO** - Householder application for removal of existing conservatory, proposed single storey rear extension including roof glazing & alterations to existing boat store to form new studio. High Tor, Loring Road, Salcombe, TQ8 8BL
- **0182/25/CLE** - Certificate of lawfulness for the proposed erection of extension as approved by application ref. 1385/22/HHO (approved 11/07/2022), following commencement of development. Soundings, Raleigh Road, Salcombe, TQ8 8BH
- **0194/25/FUL** - Change of use of the garden (basement) flat to revert to lower ground floor level of dwelling. Armidale, Devon Road, Salcombe, TQ8 8HQ



- **0294/25/VAR 22** - Application for the variation of Condition 2 (approved plans) of planning consent 3237/23/HHO. Church Street, Salcombe, TQ8 8DH
- **0307/25/HHO** - Householder application for garage/workshop/storage building, landscaping & new access. Castle Point Cottage, Sandhills Road, Salcombe, TQ8 8JP
- **0331/25/HHO** - Householder application for replacement of existing pitched roof with flat roofed extension, new front porch, internal alterations & enlargement of existing rear balcony. Snapes View, Bonaventure Road, Salcombe, TQ8 8BG
- **0337/25/LBC** - READVERTISEMENT (Description Clarification) Listed building consent for minor amendment to planning consent 1128/24/FUL to change permeable paving to composite decking, reduce pergola size and adjust planter, add fixed pain window to rear wall, add porthole window to side door of dispense bar/pizza kitchen, smaller stretch tent & umbrella, roof to dispense bar changed to climbing catenary wire plan system. Victoria Inn, Fore Street, Salcombe, TQ8 8BU
- **4075/24/HHO** - Erection of extension as incidental/ancillary annexe (retrospective). Sundowners, Herbert Road, Salcombe TQ8 8HN
- **0414/25/VAR** - Variation of condition 5 (opening hours) of planning consent 0547/21/FUL. Yeowards, and Dowie, Island Street, Salcombe, TQ8 8DP
- **0424/25/ARC** Application for approval of details reserved by condition 3 (Stonework) of planning consent 0792/24/LBC. 8 Robinsons Row, Salcombe, TQ8 8EU
- **0224/25/TPO** Proposal: T1: Cherry blossom (Prunus 'Kanzan') – full removal due to coming toward natural end and main limbs growing towards busy road/footpath G1: 4 x Orchard Apple (Malus domestica) - all 4 trees are in very ill health and condition and therefore need to be removed. Site Address: The Anchorage, Sharpitor, Salcombe, TQ8 8LW
- **0360/25/TPO** Proposal: T1: Cupressus macrocarpa - Remove due to recent limb failure. Site Address: Castle Point, Sandhills Road, Salcombe, TQ8 8JP

b. To approve a proposal from the Planning Working Group to request a meeting with SHDC Head of Planning to clarify planning policy as it affects Salcombe.

c. To note that there will be an online briefing by SHDC Planning Department on Wednesday 12<sup>th</sup> March at 5pm about the latest national planning guidance and the implications of this for the Joint Local Plan and Neighbourhood Plans. The briefing will be shown in the Council meeting room - all councillors welcome.

## **8. LICENCING**

To agree a response to SHDC Licensing Department regarding the following licencing applications:

- a. New Premises Licence application from Rockfish Salcombe Ltd, Island Street, Salcombe, TQ8 8QE
- b. New Premises Licence application from Salcombe Bars Ltd, Island Street, Salcombe, TQ8 8QE

## **9. FINANCE**

- a. To receive invoices and payroll for approval and payment.
- b. To receive and approve finance report/bank reconciliation dated 31<sup>st</sup> January 2025.

## **10. PARK AND RIDE**

To receive a report from Councillor Higgins about arrangements for the Park and Ride 2025 season.

## **11. THE BERRY**

- a. To approve the draft Heads of Terms between SHDC and STC in relation to the proposed transfer of property assets at The Berry. (see attachment)
- b. To reallocate £19,000 of earmarked reserves from the Assets Transfer fund to a new earmarked reserve for The Berry, in preparation for the forthcoming transfer of ownership of the site to STC. (see attachment)



## **12. GROUNDS MAINTENANCE**

- a. To note that the 2025/26 grant to STC from DCC for cutting visibility splays will be £370 and to approve the continuation of this service within the STC grounds maintenance schedule.
- b. To approve the draft amendment to the Grounds Maintenance Contract between STC and SHDC to make it an open book contract with a ceiling cost of £18,480 +VAT per annum. (See attachment)

## **13. BONFIRE HILL CAR PARK**

- a. To approve the appointment of the contractor, Devon Woodman, to carry out a scan of the car park for underground services at a cost of £350+VAT and to draw up plans for a bespoke height barrier of 2.2m.
- b. To agree that the car park will remain open whilst essential maintenance works are carried out by the contractor.

## **14. TOWN WELCOME SIGN**

To receive an update about plans for a new Welcome sign at the top of Bonfire Hill.

## **15. ELECTION OF REPRESENTATIVES TO LOCAL ORGANISATIONS**

To nominate and elect Town Council representatives to the following local organisations:

- a. Two members to sit on the Cliff House Trust Fundraising and Development Working Groups.
- b. Two members to represent the Town Council on the Salcombe Regatta Committee to replace.

## **16. EVENTS**

- a. To note that the Town Council will hold a reception for the crew of HMS MAGPIE on Monday 10th March at 6pm in the Council's meeting room in Cliff House and to agree other invitees from the local marine sector.
- b. To note that there will be a VE Day Service at Holy Trinity Church, Salcombe as part of the national remembrance and celebration of VE Day 80 on 8th May 2025 and to consider adopting this as a Civic Service.
- c. To note that the Town Council will hold a reception at Cliff House on Friday 18th April from 6-8pm for residents to meet councillors. Details to follow.

## **17. DATE OF NEXT MEETING**

To note that the next meeting will be held on Wednesday 26<sup>th</sup> March 2025 at 6.30pm in the Council's Meeting Room at Cliff House, Salcombe.

## **18. TO NOTE THE FOLLOWING CORRESPONDENCE**

Councillors are invited to attend an online event on 13<sup>th</sup> March 2025 from 9.30am – 1pm hosted by the Office of the Police and Crime Commissioner: Tackling Anti-social Behaviour Together Conference 2025. Details are available from the Town Clerk.

## **19. EXCLUSION OF PRESS AND PUBLIC**

Councillors will be asked to resolve to exclude the press and public in accordance with Section 100A(4) of the Local Government Act 1972 as certain items are expected to include the consideration of exempt information as defined in the respective paragraph of Part 1 of Schedule 12A of the Act.

## **20. PLANNING AND LICENSING**

To consider confidential matters for SHDC Planning Enforcement.

Helen Shipperley  
Town Clerk