



Budleigh Salterton Town Council

Town Clerk: Mrs J E Vanstone
Council Offices, Station Road
Budleigh Salterton
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8 May 2024

You are hereby summoned to attend the Annual Meeting of the Town Council which will be held in the Council Offices, Station Road, Budleigh Salterton on Monday 13 May 2024 at 7.00pm. The Agenda is set out below.

Mrs J E Vanstone
Town Clerk

AGENDA

- 1. Election of Chairman**
- 2. Declaration of Acceptance of Office by Chairman**
- 3. To receive any Apologies for Absence**
- 4. Election of Vice Chairman**
- 5. Chairman's Remarks**
- 6. To Appoint Members to Serve on the Under-mentioned Committees:-**
 - (a) Planning (with Power to Act)
 - (b) Public Hall
 - (c) Finance
 - (d) Foreshore and Footpaths
 - (e) Community Gardens
 - (f) Staffing
 - (g) Town Improvement Fund
 - (h) Community Infrastructure Levy
 - (i) Budleigh Salterton Traffic Group
 - (j) Budleigh Salterton Climate Change Group
 - (k) Budleigh Salterton Emergency Group

- 7. To Appoint Representatives to Serve on the Under-mentioned Bodies:-**
- (a) Budleigh in Bloom
 - (b) Budleigh Salterton Nursing Association
 - (c) Community Safety Group (to include Police/Councillor Advocate Forum)
 - (d) Devon Association of Local Councils – Larger Councils Sub-Committee
 - (e) East Devon District Council Arts & Culture Forum
 - (f) Exmouth & District Community Transport Group
 - (g) Fairlynch Museum
 - (h) Friends of Budleigh Salterton Library
 - (i) Knowle Village Hall Committee
 - (j) Parish Tree Warden
 - (k) St Peter's Primary School
- 8. To Appoint Trustees**
- Fryer Welfare Trust
 - Fryer Recreational Trust
- 9. Dates and Times of Meetings**
To fix dates and times for Ordinary Meetings of the Council and of the Planning Committee for the ensuing year and to agree Power to Act on Planning Applications during the Easter and Christmas/New Year periods.
- 10. Authority to Sign Cheques/Direct Debits/Authorise Payments**
To agree names of Members with authority to sign cheques and Direct Debits and authorise internet banking payments.
- 11. Bank Mandates**
To consider renewing mandates with Lloyds Bank.
- 12. Deeds and Documents**
To note that the deeds and documents are held with Messrs Gilbert Stephens of 51 High Street, Budleigh Salterton.
- 13. Insurance**
To note that the Town Council's insurance cover is currently held with Aviva.
- 14. Council Policies**
To reaffirm the Town Council's Policies listed below. All policies can be viewed on the Town Council's website [Policies - Budleigh Salterton Town Council](#):
- Standing Orders
 - Financial Regulations
 - Code of Conduct