



# Budleigh Salterton Town Council

Town Clerk: Mrs J E Vanstone  
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25 September 2024

You are hereby summoned to attend a Meeting of the Town Council which will be held in the Council Offices, Station Road, Budleigh Salterton on Monday 30 September 2024 on the rising of the Planning Committee. The Agenda is set out below.

Mrs J E Vanstone  
Town Clerk

## AGENDA

### PART A

#### 1. Public Speaking Time (15 minutes max)

Members of the public are invited to address the Council.

- Each individual person exercising the right to speak during this public time is restricted to speaking for a total of 3 minutes.
- Any questions put to the Council must be put through the Chairman.
- The Chairman has the right and discretion to control speaking time to avoid disruption, repetition and to make best use of the meeting time.

#### 2. To receive any Apologies for Absence

#### 3. Declarations of Interests in Items on the Agenda

*NB!! You must declare any personal and/or disclosable pecuniary interest in an item before it is discussed. Make sure you say the reason for your interest, as this has to be noted. If your interest is of a disclosable pecuniary nature you must leave the room. You must also declare any gifts/hospitality you have accepted in excess of £25.*

#### 4. Minutes

To confirm the Minutes of the Meeting of the Town Council held on 19 August 2024.

#### 5. Reports of Committees

To note the Minutes of the following Meetings:

- Community Gardens Committee held on 19 August 2024
- Finance Committee held on 9 September 2024
- CIL Committee 9 September 2024
- Staffing Committee 9 September 2024

#### 6. Chairman's Report

#### 7. Clerk's Report

#### 8. Reports of Council Representatives on Other Bodies

#### 9. Reports of County and District Councillors

- 10. Finance Inspection**
- (i) To approve payments for the month of September 2024, in accordance with Appendix A.
  - (ii) To note that Cllr G Woodcraft has carried out the internal finance inspection for August 2024.
- 11. Town Clerk**  
To ratify the decision made by the Staffing Committee recommending the appointment of a new Town Clerk.
- 12. Caretaker**  
To ratify the decision made by the Staffing Committee recommending the appointment of a temporary caretaker.
- 13. Occupational Health Screening**  
To consider using Medigold to provide Occupation Health Screening for all employees.
- 14. Request for Grant Aid 2024/25: Shop Budleigh – Christmas Lights**
- (i) To agree whether to make a grant towards the town's Christmas Lights.
  - (ii) To agree the amount of any contribution.
- 15. Request for Grant Aid 2024/25: Budleigh Salterton Football Club**
- (i) To agree whether to make a grant to the Club towards the installation of solar panels.
  - (ii) To agree the amount of any contribution.
- 16. Council IT**  
To consider purchasing twelve tablets for Councillors to use solely for Council business.
- 17. Plastic Free Budleigh**  
To consider supporting an application towards the town being awarded Plastic Free Status.
- The Council will lead by example and remove single-use plastic items from its premises and operations
  - The Council will encourage plastic-free initiatives in the area, promoting the campaign and supporting events
  - To name a Council representative to sit on the Plastic Free Community Steering Group
- 18. Committee Membership**
- To appoint additional members to the Council's Committees following the recent co-option process.
  - To appoint a new representative to sit on the Heaths to Sea Stakeholder Communication Advisory Group.
- 19. Budleigh in Bloom**  
To discuss the difficulties Budleigh in Bloom are having in undertaking their work of covering the planting and care of the various units around the town.  
To further discuss and clarify the financial support the Town Council gives Budleigh in Bloom.
- 20. Town Tidiness**  
To receive and consider an email regarding some of the issues around the town (poor state of pavements and general scruffiness)

**21. East Devon District Council: Street Trading Application**

To note that no objections were raised to the following event:

- Budleigh Salterton Carnival – Street Trading Application for 10 x food trading stalls – 5 October 2024

**22. Correspondence Received**

- Devon County Council:
  - Temporary Prohibition of Through Traffic – Chapel Street: 9 to 11 October 2024 (Patching and lining works – Kier)
  - Temporary Prohibition of Through Traffic – Chapel Hill: 21 October to 1 November 2024 (Patching and lining works – Kier)
  - Temporary Prohibition of Through Traffic – Granary Lane: 19 to 20 November 2024 (Reinstatement works – Kier)
  - Temporary Prohibition of Through Traffic – Kersbrook Lane: 29 November 2024 (Safe access for engineer to work on overhead structure to provide new customer service – Sunbelt)
  - Temporary Prohibition of Through Traffic – Halse Hill: 16 to 20 December 2024 (Essential Cleaning of SWW sewer pipes to mitigate flooding and pollution risks – Kier)
- Ron Bailey: Update on lithium-ion battery campaign
- The Clerk: September 2024
- Clerks & Councils Direct: September 2024

**23. Any Other Business at the Chairman’s Discretion**

*NB!! No decisions may lawfully be made under this Agenda item.*

**24. Dates of Next Meetings**

Planning Committee:	14 October 2024 at 7.00pm
Planning Committee:	28 October 2024 at 7.00pm
Town Council:	28 October 2024 on the rising of the Planning Committee
Public Hall Committee:	28 October on the rising of the Town Council

**25. The Deputy Town Mayor to Move that:**

Under Section 100(a)(4) of the Local Government Act 1972, the public and press be excluded from the Meeting as exempt information is likely to be discussed.

**PART B**

**26. East Devon District Council: Sale of Lower Station Road Public Conveniences**

- (i) To receive correspondence from Tozers regarding the sale of the Public Conveniences and to agree which Local Searches they should be instructed to undertake on this Council’s behalf.
- (ii) To receive and consider the Agreement of Sale and Appendices relating to the sale of the Public Conveniences and agree that they accord with the Town Council’s understanding of the agreements reached with East Devon District Council.