



Budleigh Salterton Town Council

Town Clerk: Mrs Alice Gater-Wildgust
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22 January 2025

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 27 January 2025 on the rising of the Planning Committee. The Agenda is set out below.

Mrs Alice Gater-Wildgust
Town Clerk

AGENDA

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 9 December 2024.

5. Report of Committee

To note the Minutes of the Meeting of the Foreshore & Footpaths Committee held on 9 December 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

- To approve payments for the months of December 2024 and January 2025, in accordance with Appendix A.
- To note that Cllr G Woodcraft has carried out the internal finance inspection for December 2024.

- 11. Audit 2024/25**
To note that the Council's Internal Auditor, Westcotts, has undertaken the interim audit and no issues were raised.
- 12. Request for Grant Aid 2025/26: Exmouth & District Community Transport Group**
(i) To agree whether to make a donation to the Group.
(ii) To agree the amount of any donation.
- 13. Station Road Toilets: Contract Documents**
(i) To receive the Contract, Transfer and Schedule of Condition relating to the purchase of the Station Road Toilets.
(ii) To agree that the above documents are signed on behalf of the Council by the Town Mayor and one other Councillor.
- 14. Station Road Toilets: Bin Store**
To receive details of the draft licence to regularise the bin store between the Community Workshop and the toilet block and agree that this course of action is acceptable.
- 15. Station Road Toilets: Cleaning Contracts**
To discuss various options for carrying out cleaning and opening and closing of the Toilets (*see supporting documentation*)
- 16. Deputy Chairman**
To consider the appointment of a Deputy Chairman (Deputy Town Mayor)
- 17. Acceptable Use Policy**
To review and adopt an Acceptable Use Policy for the use of Town Council technology and devices in order to ensure the security, reliability, and privacy of Budleigh Salterton Town Council's IT resources and users' data.
- 18. Heath to Sea Project**
To discuss the project and identify objectives for the Town Council in good time to fully inform the Clinton Devon Estates consultation process which will concluded at the end of April 2025.
- 19. Correspondence Received**
- Budleigh Salterton Methodist Church via Sue Bond: Letter of thanks for grant
 - Libraries Unlimited via Mark Cornfield, Finance and Stock Services Manager: Letter of thanks for grant
 - St Peter's PTA: Letter of thanks for grant
 - South West Museum Development: 2023/24 Impact report
 - The Clerk: January 2025
 - Clerks & Councils Direct: January 2025
 - Devon County Council:
 - Temporary Prohibition of Through Traffic – Rolle Road: 27 to 31 January 2025 (patching and lining works)
 - Temporary Prohibition of Through Traffic & Parking – Chapel Hill: 3 to 14 February 2025 (patching and lining works)
 - Temporary Prohibition of Through Traffic – Victoria Place: 4 to 6 March 2025 (to renew frame and cover)
- 20. Any Other Business at the Chairman's Discretion**
NB!! No decisions may lawfully be made under this Agenda item.

21. Dates of Next Meetings

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| Planning Committee: | 10 February 2025 at 7.00pm |
| Community Gardens Committee: | 10 February 2025 on the rising of the Planning Committee |
| Staffing Committee: | 10 February 2025 on the rising of the Community Gardens Committee |
| Planning Committee: | 24 February 2025 at 7.00pm |
| Public Hall Committee: | 24 February 2025 on the rising of the Planning Committee. |
| Town Council: | 24 February 2025 on the rising of the Public Hall Committee |