



# Budleigh Salterton Town Council

Town Clerk: Mrs Alice Gater-Wildgust  
Council Offices, Station Road  
Budleigh Salterton  
Devon, EX9 6RJ  
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18 February 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 24 February 2025 on the rising of the Planning Committee. The Agenda is set out below.

*Alice Gater-Wildgust*

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 Chair.
  - The Chair 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 Meetings of the Town Council held on 10 February 2025 and 27 January 2025.
- 5. Reports of Committees**  
To note the Minutes of the following Meetings held on 10 February 2025:
  - Staffing Committee
  - CIL Committee
- 6. Chair'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 February 2025, in accordance with Appendix A.
  - (ii) To note that Cllr G Woodcraft has carried out the internal finance inspection for January 2025.

- 11. Request for Grant Aid 2024/25: Budleigh Information Centre**
  - (i) To agree whether to make a grant towards the Love Budleigh Street Party taking place to celebrate the 80<sup>th</sup> Anniversary of VE Day.
  - (ii) To agree the amount of any contribution.
- 12. Public Hall Sound and Lighting upgrade**

To receive and accept programme of works and final costings from:

  - i. Sound Events
  - ii. The Woolly Shepherd
  - iii. Spencer House Design (See supporting documents)
- 13. Station Road Toilets**

See supporting documents

  - i. To discuss and agree winter and summer opening and closing times
  - ii. To discuss and agree on a preferred supplier regarding cleaning, opening and closing
  - iii. To discuss the proposal regarding the installation of CCTV and accept the quotation from our existing provider, Tamar Security.
- 14. East Devon Local Plan - Regulation 19 Consultation**

To note the consultation that is now open (until 31 March 2025)  
To discuss a Town Council response and how this might be achieved within the timeframe.
- 15. Devolution**
  - i. To discuss and agree to the request from DALC that we prepare a short statement about BSTC, for them, in order to allow them to develop a broader approach to their representation of all Devon Local Councils going forward. (see Supporting Papers)
  - ii. To put together a working party to execute this task.
- 16. Keep Britain Tidy**

To discuss the forthcoming national campaign and determine how BSTC will participate.
- 17. Annual Parish Meeting**

To discuss planning for the above, to take place in the Public Hall on Friday 14<sup>th</sup> March at 7.00pm
- 18. Heath to Sea Project**

To receive an update from the BSTC Heath to Sea working party
- 19. Casual Vacancy**

To note former Cllr C M Cunningham's resignation from Budleigh Salterton Town Council, and to note the arrangements for a co-option into the casual vacancy arising.
- 20. Correspondence Received**
  - Devon County Council:
    - Temporary Prohibition of Through Traffic – Victoria Place: 4 to 6 March 2025 (renew frame and cover)
    - Temporary Prohibition of Through Traffic – Granary Lane: 20 to 24 March 2025 (repairs to defective reinstatement)
  - OVA News Jan 2025 - Otter Valley Association
  - Allotment & Leisure Gardener – Issue 1, 2025
  - Bloor Homes Invitation to consultation re Exmo\_17, 27/2/25

**21. Any Other Business at the Chair's Discretion**

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

**22. Dates of Next Meetings**

Planning Committee:	10 March 2025 at 7.00pm
Foreshore & Footpaths Committee:	10 March 2025 on the rising of the Planning Committee
Community Gardens Committee:	10 March 2025 on the rising of the F&F Committee
Committee Annual Parish Meeting:	14 March 2025 at 7.00pm

The 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**

**23. Staffing – Salaries**

To receive and agree the recommendation from the Staffing Committee regarding the increase in salary of the Assistant to the Town Clerk, to be backdated to 11 October 2024

