



# Budleigh Salterton Town Council

Town Clerk: Mrs A Gater-Wildgust  
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9 April 2025

You are hereby summoned to attend a Meeting of the Finance Committee which will be held in the Council Offices, Station Road, Budleigh Salterton on Monday 14 April 2025 on the rising of the Planning Committee. The Agenda is set out below.

*Alice Gater-Wildgust*

Mrs A 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. Minutes**  
To confirm the Minutes of the Meeting of the Finance Committee held on 25 November 2024.
- 4. Chair's Report**
- 5. Income & Expenditure 2024/25**  
To receive details of the Income and Expenditure for the period 1 April 2024 to 31 March 2025. See Supporting papers.
- 6. Annual Governance and Accountability Return 2025/25 (AGAR)**
  - To agree the completion of the AGAR, Section 1, which forms part of the annual return
  - To sign Section 1  
See Supporting Papers.
- 7. Internal Controls**
  - To review the Council's Internal Finance Controls
  - To review the Clerk's discretionary, spend value and agree on a figure for 2025/26. See Supporting Papers.
- 8. Income & Expenditure 2024/25**  
To note the overspend in Budget Heading 150:CIL Expenditure by £8915.86. This arose due to the advance payment to The Woolly Shepherd regarding the Hall Acoustics, previously allocated for payment in 2025/26.

**9. Budget Headings 2025/26**

To receive and agree the following amendment to budget headings to allow close monitoring of the operation cost of the Station Road Toilets

- Heading 110: 'Public Conveniences'. Amend title to 'Station Road Toilets'
- Remove budget Heading 111 – Public Convenience Cleaning
- Add subheading to 110 as follows:
  - 110/1 Consumables
  - 110/2 Cleaning
  - 110/3 Electricity
  - 110/4 Water
  - 110/5 Maintenance

**10. To receive and agree the following changes to budgets 2025/26**

- i. Budget Heading 150: Community Infrastructure Leve
  - Current Budget: £8750.00
  - Future: £0.00
  - Rationale: This item was paid for in 2024/25
- ii. Budget Heading 126 Defibrillator
  - Current Budget: zero
  - Future: £500.00
  - Rationale: A total of £361.45 was spent in 2024/25. Each unit requires periodic battery replacements, as well as replacement pads in the event of deployment

**11. Precept 2025/26**

To note that BSTC requested £198000.00 Precept from East Devon District Council [Min 24.368].

**12. Grant Applications 2025/26**

To receive and accept details of a template for use for all future grant applications.

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

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

*Cllr S P Cook*

*Cllr R J Doorbar*

*Cllr M P Lewis*

*Cllr C A Sismore-Hunt (Town Mayor)*

*Cllr G Woodcraft (Chair)*