



Budleigh Salterton Town Council

Town Clerk: Mrs A Gater-Wildgust
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19 November 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 November 2025 on the rising of the Planning Committee. The Agenda is set out below.

Mrs A Gater-Wildgust
Town Clerk

AGENDA

1. Public Speaking Time (15 minutes in total)

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 (or less).
- 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 Meeting of the Town Council held on 13 October 2025.

5. Reports of Committee

To note the Minutes of the following meetings:
Public Hall Committee held on 13 October 2025
Finance Committee held on 10 November 2025

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 October & November 2025, in accordance with Appendix A 'expenditure list'.
- (ii) To note that Cllr G Woodcraft has conducted the internal finance inspection for October 2025.

- 11. Precept 2026/2027**
To consider and approve the Finance Committee's recommendation [Minute 25.285] to request a precept of £235,611.93, maintaining the same 19% increase applied in 2025/2026. Supporting papers as reviewed by the Finance Committee on 10.11.25 are provided.
- 12. Roof – Norman Centre**
To receive and agree to proceed with repairs to the Norman Centre roof. See supporting papers.
- 13. Building Survey – including roof assessment**
To receive and consider the recommendation [Min 25.261] from the Public Hall Committee regarding the commissioning of a building survey and solar suitability assessment at a proposed fee of £1,875 excl. VAT and to appoint Andrew Mills Surveyors to complete this work. See supporting papers.
- 14. Hire Rates**
To receive and consider the recommendation [25.262] from the Public Hall Committee regarding proposed changes to the Public Hall hire rates. See supporting papers.
- 15. Station Road Toilets**
To receive and agree the recommendation [25.264] from the Public Hall Committee regarding the reconditioning of the doors. See supporting papers.
- 16. Request for Grant Aid 2025/26: St Peters School PTFA**
 - (i) To agree whether to sponsor Christmas Gifts.
 - (ii) To agree the amount of sponsorship.
- 17. Request for Grant Aid 2026/27: Lions Club of Budleigh Salterton – Gala Week Children's Cycle Competition**
 - (i) To agree whether to sponsor the Competition.
 - (ii) To agree the amount of sponsorship for the Competition.
- 18. Staffing Committee update**
To receive a report from Cllr Cunningham, Chair of Staffing Committee
- 19. Meeting Dates 2026**
To consider and agree the suggested Meeting Dates for 2026.
- 20. Office Opening Hours: Christmas/New Year**
To agree that the office will be closed from 4.00pm on Tuesday 23 December 2025 and will re-open Friday 2 January 2026, as per previous years.
- 21. Committee Membership**
To review / amend committee membership following the resignation of a member.
- 22. Community Asset Transfer (CAT)**
To receive details of a proposal regarding an approach to CAT.
- 23. East Devon District Council: Event Notification**
To note that no objections were raised to the following event:
 - Reindeer Fun Run – The Green, Budleigh Salterton – 9.00am – 12.30pm - 30 November 2025
- 24. Correspondence Received**
 - Citizens Advise East Devon: Letter of Thanks for Grant
 - Clinton Devon Estates: Heath to Sea response to consultation
 - Budleigh Salterton Library: Letter of thanks for grant
 - Museum Development South West: News letter
 - OVA October Newsletter

25. Any Other Business at the Chairman's Discretion

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

26. Dates of Next Meetings

Planning Committee

15 December 2025 at 7.00pm

Town Council

15 December 2025 on the rising of the Planning Committee

The Chair 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

27. Staffing – Salaries

To receive details of and agree any annual increase for the Caretaker and Deputy Caretaker.