



# **Budleigh Salterton Town Council**

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13 May 2026

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 18 May 2026 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 welcome to address the Council during the public participation session. Contributions will normally be limited to a maximum of three minutes per person.
  - All questions and comments should be directed through the Chair.
  - The Chair shall have discretion to manage contributions and speaking time in the interests of maintaining orderly conduct, avoiding repetition, and ensuring the effective use of meeting time.
- 2. To receive any Apologies for Absence**
- 3. Declarations of Interests in Items on the Agenda**

Members are required to declare any interests they may have in relation to items on the agenda and to agree any necessary dispensations in order to remain and participate. Guidance for councillors on making declarations of interest is available online via the BSTC [Code of Conduct](#).
- 4. Minutes**

The Minutes of the Meeting of the Town Council held on 11 May 2026 will be confirmed at a future meeting.
- 5. Chair's Report**
- 6. Clerk's Report**
- 7. Reports of Council Representatives on Other Bodies**
- 8. Reports of County and District Councillors**
- 9. Finance Inspection**
  - (i) To approve payments for April 2026, in accordance with Appendix A.
  - (ii) To note that the audit process is underway. Finance checks for April 2026 will be completed once this is finalised.

## 10. Committee and Group Arrangements

- i. to allocate committee roles to Town Councillors, as required.
- ii. to elect a Chair to facilitate each of the following Committees:
  - Staffing Committee
  - Public Hall
  - Foreshore & Footpaths
  - Finance
  - Community Infrastructure Levy
  - Community Gardens
  - Climate and the Environment Committee

Nominations will be invited from Members present, followed by a vote where required. The appointed Chair will be responsible for convening and facilitating meetings of their respective Committee and supporting the delivery of the Committee's agreed work programme.

## 11. Office Equipment

Members are requested to consider the operational requirement for an additional office computer arising from increased staffing levels. Following consultation with BSTC's IT provider regarding suitable specifications and compatibility requirements, Members are asked to consider the recommendation to purchase a refurbished model at an estimated cost of between £850.00 and £1,000.00, and to approve the associated expenditure.

## 12. Correspondence Received

### Traffic Restrictions:

#### Devon County Council

##### Temporary Prohibition of Through Traffic

- Stoneborough Lane – 17-19 June 2026 – TTRO2668596
- Moor Lane – 18-28 August 2026 – Wales & West (W&W) Gas Mains Replacement. TTRO2669209

##### Temporary Prohibition of Through Traffic & Parking

- Coastguard Hill, Marine Parade & Granary Lane (from Ottervale Road to Salting Hill) - Sunday 24 May (Fun Run) – TTRO2668217. Parking Restriction applies to Coastguard Hill and Marine Parade only from 8.00am – 11.30am.
- Upper Stoneborough Lane, Station Road, Cricket Field Lane – phased works – 18 May – 25 Aug 2026 -W&W Gas Mains Replacement. TTRO2669048
- Westfield Terrace – 29 June – 24 July 2026 – W&W Gas Mains Replacement. TTRO2669043

Details of all agreed road closures are published on [Causeway one.network](#)

### Letters

Knowle Village Hall - to record thanks for the support provided in the recent Section 106 funding applications and subsequent funding received.

## 13. Any Other Business at the Chairman's Discretion

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

## 14. Dates of Next Meetings

8<sup>th</sup> June 2026

Planning Committee  
Public Hall Committee  
Foreshore & Footpaths Committee

22<sup>nd</sup> June 2026

Planning Committee  
Town Council