

BUDLEIGH SALTERTON TOWN COUNCIL

MINUTES of the Annual Meeting of the Town Council held online via Zoom on Monday 20 July 2020 at 7.00pm.

PRESENT

Cllr M C Hilliar (Acting Town Mayor)
Cllr A F Chaplin
Cllr Mrs L D Evans
Cllr D J Hayward
Cllr A L Jones
Cllr Mrs M P Lewis
Cllr H L Riddell
Cllr R D Sherriff
Cllr Mrs C A Sismore-Hunt
Cllr G Turner

Town Clerk: Mrs J E Vanstone

Deputy Clerk: Mrs K A Harrison

Others Present: County Cllr Mrs C Channon, District Cllr A J Dent, District Cllr P M Jarvis, District Cllr T D Wright, four members of the public and one representative of the press

20.001 Election of Chairman

Only one nomination had been received, that of Cllr M C Hilliar, proposed by Cllr A L Jones and seconded by Cllr R D Sherriff.
Cllr A L Jones declared that Cllr M C Hilliar be appointed as Chairman.

20.002 Declaration of Acceptance of Office by Chairman

Cllr M C Hilliar read and signed the Declaration of Acceptance of Office which will be duly witnessed by the Town Clerk when Cllr Hilliar is able to attend the Council Offices in person.

20.003 Apologies for Absence

None, all Members being present.

20.004 Election of Vice Chairman

Cllr H L Riddell and Cllr R D Sherriff had expressed an interest in standing as Vice Chairman.
A written vote had taken place earlier; the Town Mayor, Cllr M C Hilliar advised that the majority had voted for Cllr R D Sherriff and declared that he be appointed as Vice Chairman.

20.005 Chairman's Remarks

Town Mayor, Cllr M C Hilliar thanked his colleagues for electing him to office. He would treat the position with respect and promised to treat his Council colleagues with respect as well.

20.006 Appointment of Members to Serve on the Under-mentioned Committees:-

- (a) Planning (with Power to Act)
All Councillors are Members with one Member to act as Non-Voting Member.
- (b) Public Hall
Cllr M C Hilliar (Town Mayor)
Cllr R D Sherriff (Deputy Town Mayor)
Cllr Mrs L D Evans
Cllr A L Jones
Cllr Mrs M P Lewis
Cllr H L Riddell
Cllr Mrs C A Sismore-Hunt
- (c) Finance
Cllr M C Hilliar (Town Mayor)
Cllr R D Sherriff (Deputy Town Mayor)
Cllr D J Hayward
Cllr A L Jones
Cllr H L Riddell
Cllr Mrs C A Sismore-Hunt
Cllr G Turner
- (d) Foreshore and Footpaths
Cllr M C Hilliar (Town Mayor)
Cllr R D Sherriff (Deputy Town Mayor)
Cllr Mrs L D Evans
Cllr D J Hayward
- (e) Community Gardens
Cllr M C Hilliar (Town Mayor)
Cllr R D Sherriff (Deputy Town Mayor)
Cllr A F Chaplin
Cllr A L Jones
- (f) Disciplinary
Cllr M C Hilliar (Town Mayor)
Cllr R D Sherriff (Deputy Town Mayor)
Cllr A L Jones
Cllr Mrs M P Lewis
Cllr H L Riddell
Cllr Mrs C A Sismore-Hunt
- (g) Budleigh Salterton Traffic Group
Cllr A F Chaplin
Cllr A L Jones
Cllr Mrs M P Lewis
Cllr Mrs C A Sismore-Hunt
- (h) Town Improvement Fund
Cllr M C Hilliar
Cllr A L Jones
Cllr Mrs M P Lewis
- (i) Community Infrastructure Levy
Cllr M C Hilliar
Cllr Mrs M P Lewis
Cllr G Turner

Town Mayor, Cllr M C Hilliar advised that the work of the Tree Committee and Neighbourhood Plan Monitoring Committee would be undertaken by the Planning Committee and therefore these Committees were no longer needed.

20.007 Appointment of Representatives to Serve on the Under-mentioned Bodies:-

- (a) Budleigh in Bloom
Cllr Mrs L D Evans
- (b) Budleigh Salterton & District Chamber of Commerce
Cllr Mrs M P Lewis
(Cllr Mrs C A Sismore-Hunt will attend meetings if Cllr Mrs Lewis is unavailable)
- (c) Budleigh Salterton Nursing Association
Cllr A L Jones
- (d) Devon Association of Local Councils – Larger Councils Sub-Committee
Cllr G Turner
- (e) Exmouth & District Community Transport Group
Cllr M C Hilliar
(Cllr Mrs L D Evans is the Deputy Chairman of the Group and will report to the Town Council if Cllr Hilliar is unable to attend any meetings)
- (f) Exmouth Local Action Group
Cllr Mrs M P Lewis
- (g) Fairlynch Museum
Cllr D J Hayward
- (h) Friends of Budleigh Salterton Library
Cllr Mrs M P Lewis
- (i) Jurassic Coast Communities Forum
The Clerk will contact the Team and see if it is necessary to appoint a representative
- (j) Knowle Village Hall Committee
Cllr D J Hayward
- (k) Lower Otter Restoration Project Stakeholders Group
Cllr H L Riddell
- (l) Parish Tree Warden
Cllr A F Chaplin
- (m) St Peter's Primary School
Cllr Mrs C A Sismore-Hunt
- (n) Voluntary Car Service
Cllr Mrs L D Evans

20.008 Appointment of Trustees

Fryer Welfare Trust – Cllr D J Hayward
Fryer Recreational Trust – Cllr R D Sherriff

20.009 Dates and Times of Meetings

- (i) The dates and times for both Town Council and Planning Committee Meetings should continue as before i.e. Town Council on the fourth Monday of each month and Planning Committee on the second and fourth Mondays of each month, commencing at 7.00pm, with special arrangements as necessary. There will be one Planning Committee Meeting during August as well as a Town Council Meeting.
- (ii) Power to Act on Planning Applications will be given in consultation with the Chairman of the Planning Committee on routine matters over the Easter and Christmas/New Year periods, if necessary.

20.010 Authority to Sign Cheques/Direct Debits

Cllr Mrs L D Evans
Cllr M C Hilliar (Town Mayor)
Cllr A L Jones
Cllr R D Sherriff (Deputy Town Mayor)

It was agreed that the Chairman of Finance should also be a signatory and once that position is filled, they will be added to the mandate.

20.011 Bank Mandates

It was agreed that the mandates with Lloyds Bank should continue.

20.012 Deeds and Documents

It was noted that the deeds and documents are held with Messrs Gilbert Stephens of 51 High Street, Budleigh Salterton.

20.013 Insurance

It was noted that the Town Council's insurance cover is currently held with Royal Sun Alliance.

There being no further business, the Meeting closed at 7.23pm.

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Chairman

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Date