

BUDLEIGH SALTERTON TOWN COUNCIL

MINUTES of the Annual Meeting of the Town Council held online via Zoom on Tuesday 4 May 2021 at 7.00pm.

PRESENT

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

Town Clerk: Mrs J E Vanstone

Others Present: District Cllr T D Wright and three members of the public

21.001 Election of Chairman

Only one nomination had been received, that of Cllr R D Sherriff, proposed by the Town Mayor, Cllr M C Hilliar and seconded by Cllr Mrs C A Sismore-Hunt. The Town Mayor, Cllr M C Hilliar declared that Cllr R D Sherriff be appointed as Chairman.

21.002 Declaration of Acceptance of Office by Chairman

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

21.003 Apologies for Absence

Apologies were received and accepted from County Cllr Mrs C Channon, District Cllr A J Dent and District Cllr P M Jarvis.

21.004 Election of Vice Chairman

Only one nomination had been received, that of Cllr M C Hilliar.
The Town Mayor, Cllr R D Sherriff declared that Cllr M C Hilliar be appointed as Vice Chairman.

21.005 Chairman's Remarks

The Town Mayor, Cllr R D Sherriff said it had been a fascinating year and who knew what challenges the coming year would bring! Going back a year to the first lockdown, like all councils, Budleigh Salterton Town Council had had to develop new ways of working. He thanked Cllr Mrs C A Sismore-Hunt for staying on as Chairman to guide the Council through that first difficult phase. Cllr M C Hillier had had to handle all the challenges that the rest of the year had consequently brought and he thanked him for the calm and professional manner which characterised his tenure of office.

He then said how lucky the Council was to have the Clerk and her assistant managing the Council, guiding councillors with their experience, knowledge and good humour. Theirs had been a particularly tough year, not only having to cope with all the Covid related issues but also to having to project manage the major refurbishment of the Public Hall and the disruption that that had caused. Working conditions were far from easy and it was to their credit that everything had been completed on time and the Hall will now be open in time to welcome back the residents of the town.

After many years when the Council had changed very little, over the last 4 years there had been a substantial number of changes. He thanked Cllr Mrs L D Evans, Cllr A L Jones and Cllr Mrs C A Sismore-Hunt who, with over 60 years of experience, formed the backbone of the Council. He said that life moved on and the newer members of the Council brought with them a wide range of life experiences which he knew would be invaluable in the years ahead.

He concluded by saying he looked forward to working with everyone in the year ahead as he was sure many interesting challenges lay ahead.

21.006 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 R D Sherriff (Town Mayor)
Cllr M C Hilliar (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 R D Sherriff (Town Mayor)
Cllr M C Hilliar (Deputy Town Mayor)
Cllr A J Harris
Cllr D J Hayward
Cllr A L Jones
Cllr H L Riddell
- (d) Foreshore and Footpaths
Cllr R D Sherriff (Town Mayor)
Cllr M C Hilliar (Deputy Town Mayor)
Cllr Mrs L D Evans
Cllr A J Harris
Cllr D J Hayward
Cllr Mrs C A Sismore-Hunt
- (e) Community Gardens
Cllr R D Sherriff (Town Mayor)
Cllr M C Hilliar (Deputy Town Mayor)
Cllr A F Chaplin
Cllr Mrs L D Evans
- (f) Staffing
Cllr R D Sherriff (Town Mayor)
Cllr M C Hilliar (Deputy Town Mayor)
Cllr A L Jones
Cllr Mrs M P Lewis
Cllr H L Riddell
Cllr Mrs C A Sismore-Hunt
- (g) Town Improvement Fund
Cllr R D Sherriff (Town Mayor)
Cllr M C Hilliar (Deputy Town Mayor)
Cllr A L Jones
Cllr Mrs M P Lewis

- (h) Community Infrastructure Levy
Cllr R D Sherriff (Town Mayor)
Cllr M C Hilliar (Deputy Town Mayor)
Cllr A F Chaplin
Cllr Mrs M P Lewis
- (i) Budleigh Salterton Traffic Group
Cllr A F Chaplin
Cllr A L Jones
Cllr Mrs M P Lewis
Cllr Mrs C A Sismore-Hunt
- (j) Climate Change Group
Cllr M C Hilliar (Deputy Town Mayor)
Cllr D J Hayward
Cllr Mrs M P Lewis
Cllr H L Riddell
- (k) Emergency Group
Cllr R D Sherriff (Town Mayor)
Cllr Mrs L D Evans
Cllr A J Harris
Cllr Mrs M P Lewis
Cllr H L Riddell

21.007 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 Covid Support Group
Cllr Mrs M P Lewis
- (d) Budleigh Salterton Nursing Association
Cllr A L Jones
- (e) Devon Association of Local Councils – Larger Councils Sub-Committee
No representative was appointed but the Clerk agreed to attend any meetings
- (f) East Devon District Council – Arts & Culture Forum
Cllr Mrs M P Lewis
(District Cllr T D Wright will attend meetings if Cllr Mrs Lewis is unable to attend)
- (g) 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)
- (h) Exmouth Local Action Group
Cllr Mrs M P Lewis
- (i) Fairlynch Museum
Cllr D J Hayward

- (j) Friends of Budleigh Library
Cllr Mrs M P Lewis
- (k) Jurassic Coast Communities Forum
The Clerk will contact the Team and see if it is necessary to appoint a representative
- (l) Knowle Village Hall Committee
Cllr D J Hayward
- (m) Parish Tree Warden
Cllr A F Chaplin
- (n) St Peter's Primary School
Cllr Mrs M P Lewis

21.008 Appointment of Trustees

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

21.009 Dates and Times of Meetings

- The dates and times for both Town Council and Planning Committee Meetings should continue as before (ie 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.
- 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, and at other times when the Planning Committee might not be able to meet.

21.010 Authority to Sign Cheques/Direct Debits

It was agreed that the following Members should have authority to sign cheques and Direct Debits and make payments via Internet Banking:

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

21.011 Bank Mandates

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

21.012 Deeds and Documents

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

21.013 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 7.19pm.

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Chairman

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Date

Approved