

## **BUDLEIGH SALTERTON TOWN COUNCIL**

**MINUTES** of the Meeting of the Town Council held in the Council Offices, Station Road, Budleigh Salterton on Monday 24 July 2023 on the rising of the Planning Committee.

Meeting commenced at 7.10pm.

### **PRESENT**

Cllr D J Hayward (Town Mayor)  
Cllr Mrs C A Sismore-Hunt (Deputy Town Mayor)  
Cllr Mrs L D Evans  
Cllr M C Hilliar  
Cllr Mrs M P Lewis  
Cllr R D Sherriff  
Cllr D Walsh  
Cllr W K Wood  
Cllr Ms G Woodcraft

**Town Clerk:** Mrs J E Vanstone

**Others Present:** District Cllr Ms C Fitzgerald, District Cllr Ms M Martin, District Cllr H Riddell and four members of the public

### **23.109 Public Speaking Time**

No Members of the public wished to speak.

### **23.110 Apologies for Absence**

Apologies were received and accepted from Cllr A F Chaplin, Cllr Mrs C M Cunningham, Cllr R J Doorbar and County Cllr Mrs C Channon.

### **23.111 Declarations of Interests in Items on the Agenda**

- Cllr M C Hilliar declared a personal interest in Min 23.121 – he is the Chairman of Budleigh Salterton Carnival

### **23.112 Minutes**

The Minutes of the Meeting of the Town Council held on 26 June 2023 had been circulated prior to the Meeting. It was unanimously agreed they be signed as a true record.

### **23.113 Reports of Committees**

The Minutes of the following meetings were noted:

- Public Hall Committee held on 26 June 2023
- Foreshore & Footpaths Committee held on 10 July 2023
- Budleigh Salterton Traffic Group held on 4 July 2023

### **23.114 Chairman's Report**

The Town Mayor, Cllr D J Hayward reported:

- He had visited the Community Gardens to assist with the inspection process with Cllr A F Chaplin and Cllr R D Sherriff. He had been very impressed with the overall standard of plots and those needing a bit of extra work were known to Cllr A F Chaplin, who had a good relationship with all the tenants. He felt the town was lucky to have a slice of the Good Life in its back yard.
- He had attended a Reception at CTCRM Lympstone. It had been an enjoyable evening and the entertainment included an unarmed combat display and concluded with the world-famous Royal Marine Band. He was thankful there are such disciplined men and women, who are willing to put their lives on the line on our behalf. He said if anyone ever had the opportunity to attend such an event, they should grab it with both hands!

### **23.115 Clerk's Report**

Mrs J E Vanstone reported:

- She had received notification from East Devon District Council of another event consultation. She would forward details the next day as a response was needed by 29 July.
- An up to date version of the Good Councillors Guide was available online. Hard copies were also available and she asked members to let her know if they required a copy.
- The work on the Hall floor was going well. The floor had been sanded and the first three coats of lacquer were completed. The last coat would be done later in the week.
- The caretaker, Steve, was unwell and she was not sure how long he would be away from work so she would be asking for help during this time.

### **23.116 Reports of Council Representatives on Other Bodies**

#### St Peter's School

Cllr M C Hilliar reported that he had received a year-end report from the Head Teacher of St Peter's School – a copy of the report (cm0723 st peters) is available on request from the Town Council Offices.

#### Civic Service

Deputy Town Mayor, Cllr Mrs C A Sismore-Hunt thanked everyone for attending and she was pleased to report that the collection had raised £147 for RNLI.

#### Friends of Budleigh Salterton Library

Cllr D Walsh advised the Group was hoping to have a book stall at the seafront fayre, organised by the Lions Club on August Bank Holiday Monday. There had been some issue regarding insurance but this had been sorted out.

### **23.117 Reports of County and District Councillors**

#### County Councillor

Mrs J E Vanstone read the report from County Cllr Mrs C Channon:

- The Traffic Orders for East Budleigh Road, Boucher Road and Bedlands Lane (opposite Frewins) were all agreed at the July HATOC meeting.
- She had been promised that the Traffic Order for High Street, agreed last year, should be in place by the end of September.
- She had been informed that Station Road and Upper Stoneborough Lane will be resurfaced between 24-28 August.
- She thought it would be sensible to ask Kier to bring back the Traffic lights whilst the work is done in Lime Kiln Car Park in August.

#### District Councillors

District Cllr H Riddell thanked the Deputy Town Mayor, Cllr Mrs C A Sismore-Hunt and Town Clerk for organising the civic service; it had been nice to see everyone. He then reported:

- He had received an apology from one of the operations managers at StreetScene regarding the grass cutting issues on The Green. Some of the areas had been missed and the team had been sent back to complete the work.
- The issue with bin collection at Frewins had been resolved, with letters being sent to residents. An additional slim access lorry was to be delivered soon but the team would prefer to get the parking issue sorted rather than use the new vehicle.
- He and his fellow Ward Members had visited the Youth Club. The Club was nearly full up and continuing to do great work. The Budleigh Community Youth Project were giving up the Venture Hall and it was being bought by Devon County Council.

- He and District Cllr Ms C Fitzgerald were speaking with East Devon District Council (EDDC) officers regarding the land behind the play park on Greenway Lane which could be used as an additional play area.
- He was pleased to advise that he had been appointed to the Board of Governors of St Peter's School.

District Cllr Ms M Martin reported:

- The LORP project was in its final stages and the works site offices would shortly be moving to Lime Kiln car park. The footpath bridge leading to Lime Kiln was almost complete, after which the waterway will be allowed to breach in stages so that wildlife which is settling upstream will not be disturbed. The process is expected to be complete by October. The next LORP liaison meeting would be organised when needed. She and her fellow Ward Members had received an email from Richard Easthope, EDDC Parking Services Manager, regarding the work to install the footbridge which the Clerk had forwarded to Members.
- She had visited Budleigh Youth Club with District Cllr H Riddell and District Cllr Ms C Fitzgerald and had been asked to join the Board of Trustees.
- Devon County Council Highways Officer Mike Brown had advised that the potholes on Sanctuary Lane, Woodbury would soon be repaired and the road resurfaced next year. She and County Cllr Jess Bailey would be keeping an eye on this!
- The EV Chargers in the town were now operational.
- At the recent Council Meeting she had put forward four questions:
  - To the Leader of the Council, Cllr P Arnott, requesting the inclusion of Swift bricks in future house builds. Cllr Arnott had responded that this could be for the Strategic Planning Committee to consider when the final draft of the Local Plan is taken forward to an examination in public.
  - To the Leader of the Council, Cllr P Arnott, regarding banning snares on all council owned land; this was now going to the Overview Committee for scrutiny.
  - Two questions to the Housing Portfolio Holder for Sustainable Homes. One question was requesting that empty properties were not advertised until ready for letting and the second was a request that Service Level Agreements be put in place so that shorter timescales were aggressively aimed for; this suggestion was put off until 'performance levels had improved'.

Cllr D J Hayward added that the EV chargers in the Lime Kiln Car Park were on Zap-Map but the ones in Rolle Mews Car Park were not.

District Cllr Ms C Fitzgerald reported:

- She too had attended the Civic Service which she had enjoyed.
- On 31 July there would be a 'Love Parks' event on The Green. It was a day of free activities for all the family including kite flying and a scavenger hunt.
- She was keen to get involved with Budleigh Salterton Traffic Group. The Clerk said she would keep Cllr Fitzgerald informed of meeting dates etc.
- The Strategic Planning Committee had met a couple of times and was looking at pulling together feedback following the Local Plan consultation. The next step would be to analyse the comments so they can build the Local Plan. The deadline was to get to inspection stage in early 2025 but if that date was not achieved the process will have to start again.

The Town Mayor, Cllr D J Hayward advised that the sign for Rolle Road was missing. The Clerk said she would report this.

Cllr Hayward also commented on the state of the drains along Exmouth Road/West Hill/High Street all of which needed clearing.

### **23.118 Finance Inspection**

- (i) Payments for the month of July 2023, in accordance with Appendix A, were approved.
- (ii) It was noted that the Chairman of the Finance Committee had carried out the internal finance inspection for June 2023.

Cllr Mrs L D Evans asked the newer Councillors to note that the rates on the Upper Station Road Car Park were more than those for the Public Hall so the “free” car park was not actually free!

### **23.119 East Devon District Council: Civil Enforcement Off-Street Parking Places – Amendment**

Details of the proposed new car parking place, to be known as Otter Estuary Nature Reserve Car Park, had been circulated prior to the Meeting.

After some discussion regarding the order in which the work should be carried out, it was

**Resolved:** This Council has no objections to the proposal. A request will be made that any double yellow lines are installed before the charges come into force.

### **23.120 East Devon District Council: Street Trading Application**

Consideration was given to the following application and no objections were raised:

- Lions Club of Budleigh Salterton – Street Trading Application for Budleigh Lions Bank Holiday Fayre – 28 August 2023

### **23.121 East Devon District Council: Street Trading Application**

It was noted that no objections had been raised to the following event:

- Budleigh Salterton Carnival – Street Trading Application for Carnival Food Traders – 30 September 2023

### **23.122 Cycle Racks**

Quotations for the installation of cycle racks, to be located on the seafront at 50 Degrees North Café and adjacent to the Jubilee Shelter, were received and considered. It was

**Resolved:** The quotation from Street Furniture Direct should be accepted and the heavier, marine-gauge steel be used.

### **23.123 Seafront Webcam**

Updated quotations for the installation of a seafront webcam, to be located at Rosemullion Court, were received and considered. After a lengthy discussion it was

**Resolved:** The decision will be deferred until the various questions relating to data protection, public safety and storage of information are to hand.

### **23.124 Lengthsman**

Consideration was given to employing a contractor/individual to carry out lengthsman-type duties (in addition to the Town Maintenance operative).

After a lengthy discussion it was

**Resolved:** The decision will be deferred until a full list of the proposed tasks is to hand.

### **23.125 War Memorial**

Consideration was given to obtaining quotations to clean the War Memorial.

The Deputy Town Mayor, Cllr Mrs C A Sismore-Hunt advised that the memorial has to be professionally cleaned as detergent could damage the granite, which can no longer be sourced. It was

**Resolved:** The Clerk should obtain quotations to clean the Memorial and Commemorative Plaque.

### **23.126 Committee Membership**

Additional members were appointed to the Council's Committees following the co-option process:

- Cllr D Walsh asked to sit on the Foreshore & Footpaths Committee, the Community Gardens Committee and Budleigh Salterton Traffic Group
- Cllr W K Wood asked to sit on Budleigh Salterton Traffic Group.
- Cllr Ms G Woodcraft asked to sit on the Finance Committee. She also asked that she be given time to consider the other Committees; she was meeting with the Town Clerk for a fuller explanation of the Council's finances.

### **23.127 Toilet Working Party**

Membership of this Group was confirmed:

- Cllr A F Chaplin
- Cllr Mrs L D Evans
- Cllr D J Hayward
- Cllr Mrs M P Lewis
- Cllr Ms G Woodcraft
- Mr R A Harris

It was then

**Agreed:** The Group should meet in August and if necessary a District Councillor will be asked to join the Group. The Clerk will contact Mr Harris to ascertain a convenient meeting date.

### **23.128 Landscape Recovery in the Otter Valley**

Consideration was given to appointing a representative to the Stakeholder Group when formed.

**Resolved:** Cllr W K Wood offered to attend meetings when they are convened.

### **23.129 Library Bench**

Consideration was given to a suggestion from Budleigh Salterton Literary Festival to relocate the Clinton bench from outside the library to the top of The Green and the installation of a bench in memory of Dame Hilary Mantel in its place.

**Resolved:** The decision will be deferred until the following questions are answered:

- Did Clinton Devon Estates gift the land to Devon County Council for the library to built?
- Could the other bench be moved rather than the Clinton bench?

### **23.130 Christmas Tree Festival**

Consideration was given to supplying a themed Christmas Tree for the Festival which is being held in the Methodist Church between 8 December and 12 December 2023.

**Resolved:** This Council will take part in the Festival and supply a themed tree.

### **23.131 Correspondence Received**

- Devon County Council:
  - Temporary Prohibition of Through Traffic and Parking – Barn Lane: 24 August to 28 August 2023 (Stud Removal)
  - Temporary Prohibition of Through Traffic – Fountain Hill: 13 to 19 September 2023 (Stop Tap Renewal)
- CCLA: Update on the appointment of FNZ as transfer agent
- Otter Valley Association: Summer 2023
- The Clerk: July 2023
- Clerks & Councils Direct: July 2023
- Budleigh Music Festival: Thanks for support

**23.132 Any Other Business at the Chairman’s Discretion**

No other business was raised.

**23.133 Dates of Next Meetings**

Planning Committee:	14 August 2023 at 7.00pm
Town Council:	14 August 2023 on the rising of the Planning Committee
Community Gardens Committee:	14 August 2023 on the rising of the Town Council
Planning Committee:	4 September 2023 at 7.00pm
Finance Committee:	4 September 2023 on the rising of the Planning Committee
CIL Committee:	4 September 2023 on the rising of the Finance Committee

There being no further business, the Meeting closed at 8.29pm.

.....  
Chairman

.....  
Date

Approved