

BUDLEIGH SALTERTON TOWN COUNCIL

MINUTES of the Annual Meeting of the Town Council held in the Council Offices, Station Road, Budleigh Salterton on Monday 13 May 2024 at 7.00pm.

PRESENT

Cllr C A Sismore-Hunt (Deputy Town Mayor)
Cllr A F Chaplin
Cllr C M Cunningham
Cllr R J Doorbar
Cllr M C Hilliar
Cllr S J Horn
Cllr D Walsh
Cllr W K Wood
Cllr G Woodcraft

In Attendance: District Cllr H L Riddell, Mrs J E Vanstone (Town Clerk) and ten members of the public

In the absence of a Retiring Town Mayor, the Town Clerk opened the meeting.

24.001 Election of Chairman

Only one nomination had been received, that of Cllr C A Sismore-Hunt, proposed by Cllr R J Doorbar and seconded by Cllr D Walsh. The Town Clerk declared that Cllr C A Sismore-Hunt be appointed as Chairman.

24.002 Declaration of Acceptance of Office by Chairman

Cllr C A Sismore-Hunt read and signed the Declaration of Acceptance of Office which was duly witnessed by the Town Clerk.

24.003 Apologies for Absence

Apologies were received and accepted from Cllr M P Lewis, County Cllr C Channon, District Cllr C Fitzgerald and District Cllr M Martin.

24.004 Election of Vice Chairman

Only one nomination had been received, that of Cllr M C Hilliar.
The Town Mayor, Cllr C A Sismore-Hunt declared that Cllr M C Hilliar be appointed as Vice Chairman.

24.005 Chairman's Remarks

The Town Mayor, Cllr C A Sismore-Hunt said a few years after she had moved to Budleigh Salterton, she had asked a neighbour how to become a town councillor. The neighbour was shocked and replied that she would never become a councillor as she was not local! Tonight she started her 30th year on Budleigh Salterton Town Council and it was a pity that the neighbour was not around to witness it!

She had seen a number of councillors come and go over the years. Some had stayed for years and some had gone on to bigger and better things at East Devon District Council.

She was now the last of the three musketeers: she along with Lynda Evans, Alan Jones had joined the council within a few months of each other and at the time she was the second youngest. Since Alan Jones had left the council, she was now the eldest! She was sad that Lynda had resigned due to ill health. She had made a great contribution and it was thanks to her that the Public Hall was in such good shape and so well used. It was going to be strange not to have anyone to say "do you remember when...".

She that time goes on and the Council must look to the future. There were going to be a lot of changes and uncertainty but she liked to think the Council would work together and deal with anything which arose.

She was looking forward to working with Michael Hilliar again – it was five years to the day since she and he had first taken office together.

24.006 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 C M Cunningham
Cllr R J Doorbar
Cllr M C Hilliar (Deputy Town Mayor)
Cllr M P Lewis
Cllr C A Sismore-Hunt (Town Mayor)
Cllr W K Wood

- (c) Finance
Cllr R J Doorbar
Cllr M C Hilliar (Deputy Town Mayor)
Cllr M P Lewis
Cllr C A Sismore-Hunt (Town Mayor)
Cllr G Woodcraft

- (d) Foreshore and Footpaths
Cllr A F Chaplin
Cllr C M Cunningham
Cllr M C Hilliar (Deputy Town Mayor)
Cllr C A Sismore-Hunt (Town Mayor)
Cllr D Walsh

- (e) Community Gardens
Cllr A F Chaplin
Cllr M C Hilliar (Deputy Town Mayor)
Cllr C A Sismore-Hunt (Town Mayor)
Cllr D Walsh

- (f) Staffing
Cllr M C Hilliar (Deputy Town Mayor)
Cllr S J Horn
Cllr M P Lewis
Cllr C A Sismore-Hunt (Town Mayor)

- (g) Town Improvement Fund
Cllr M C Hilliar (Deputy Town Mayor)
Cllr M P Lewis
Cllr C A Sismore-Hunt (Town Mayor)
Cllr G Woodcraft
Cllr S J Horn

- (h) Community Infrastructure Levy
Cllr A F Chaplin
Cllr C M Cunningham
Cllr M C Hilliar (Deputy Town Mayor)
Cllr M P Lewis
Cllr G Woodcraft

- (i) Budleigh Salterton Traffic Group
Cllr A F Chaplin
Cllr C A Sismore-Hunt (Town Mayor)
Cllr D Walsh
Cllr W K Wood
- (j) Budleigh Salterton Climate Change Group
Cllr C M Cunningham
Cllr M C Hilliar (Deputy Town Mayor)
Cllr M P Lewis
Cllr W K Wood
- (k) Budleigh Salterton Emergency Group
Cllr M C Hilliar (Deputy Town Mayor)
Cllr S J Horn
Cllr C A Sismore-Hunt (Town Mayor)
Cllr D Walsh

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

- (a) Budleigh in Bloom
Cllr C M Cunningham
- (b) Budleigh Salterton Nursing Association
Cllr C M Cunningham
- (c) Community Safety Group (to include Police/Councillor Advocate Forum)
Cllr M P Lewis
- (d) Devon Association of Local Councils – Larger Councils Sub-Committee
Cllr R J Doorbar
- (e) East Devon District Council Arts & Culture Forum
Cllr R J Doorbar
- (f) Exmouth & District Community Transport Group
Cllr M C Hilliar (Deputy Town Mayor)
- (g) Fairlynch Museum
Cllr C A Sismore-Hunt
- (h) Friends of Budleigh Salterton Library
Cllr R J Doorbar (Cllr D Walsh will report to the Town Council if Cllr Doorbar is unable to attend any meetings)
- (i) Knowle Village Hall Committee
Position vacant
- (j) Parish Tree Warden
Cllr A F Chaplin
- (k) St Peter's Primary School
Cllr M C Hilliar (Deputy Town Mayor)

24.008 Appointment of Trustees

The Town Clerk advised that the Chairman of the Fryer Trusts had confirmed that just one Council representative was required to cover both Trusts.

- Fryer Welfare Trust – Cllr R J Doorbar
- Fryer Recreational Trust – Cllr R J Doorbar

24.009 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.

24.010 Authority to Sign Cheques/Direct Debits/Authorise Payments

It was agreed that the following Members will have authority to sign cheques and Direct Debits and authorise internet banking payments:

- Cllr A F Chaplin
- Cllr C M Cunningham
- Cllr R J Doorbar
- Cllr M C Hilliar
- Cllr D Walsh
- Cllr G Woodcraft

24.011 Bank Mandates

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

24.012 Deeds and Documents

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

24.013 Insurance

It was noted that the Town Council’s insurance cover is currently held with Aviva.

24.014 Council Policies

The Town Council’s Policies, listed below, were reaffirmed. All policies can be viewed on the Town Council’s website [Policies - Budleigh Salterton Town Council](#):

- Standing Orders
- Financial Regulations
- Code of Conduct

There being no further business, the Meeting closed at 7.15pm.

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Chairman

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Date