

## **BUDLEIGH SALTERTON TOWN COUNCIL**

**MINUTES** of the Meeting of the Town Council held in the Council Offices, Station Road, Budleigh Salterton on Monday 30 September 2024 on the rising of the Planning Committee.

Meeting commenced at 7.54pm.

### **PRESENT**

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

**In Attendance:** Mrs J E Vanstone (Lead Town Clerk), Mrs A Gater-Wildgust (Town Clerk), District Cllr C Fitzgerald, District Cllr M Martin, District Cllr H L Riddell and three members of the public

### **PART A**

#### **24.207 Public Speaking Time**

- Sue Glover from Plastic Free Budleigh spoke on the agenda item. She said she was also a member of the Lions Club whose members carried out regular litter-picking sessions; the Club also had close contacts with Plastic Free Exmouth. She had agreed to sign up as the lead to start the application. The aim of becoming plastic free was to reduce single use plastic; this was good practice but there was always more to do. An essential requirement for accreditation was that the Town Council does the three things on the agenda. After that, a steering group will be set up with a representative from the Town Council as well as business champions and community allies. This was a continual process and will continue to seek improvement.
- A resident spoke about the green wedges. She said she had been following the strategic planning hearings, particularly the one about green wedges. She thanked Cllr R J Doorbar for speaking on behalf of the town.

#### **24.208 Apologies for Absence**

Apologies were received and accepted from Cllr S P Cook, Cllr M P Lewis, Cllr D Walsh and County Cllr C Channon.

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

- Cllr W K Wood declared a personal interest in Min 24.221 – he is the secretary of Budleigh Salterton Football Club
- Cllr M C Hilliar declared a personal interest in Min 24.227 – he is the chairman of the Carnival Committee

#### **24.210 Minutes**

The Minutes of the Meeting of the Town Council held on 19 August 2024 had been circulated prior to the Meeting. It was unanimously agreed they be signed as a true record.

#### **24.211 Reports of Committees**

The Minutes of the following Meetings were noted:

- Community Gardens Committee held on 19 August 2024
- Finance Committee held on 9 September 2024
- CIL Committee 9 September 2024
- Staffing Committee 9 September 2024

#### **24.212 Chairman's Report**

The Town Mayor, Cllr C A Sismore-Hunt reported:

- The recent Literary Festival had been superb.
- The Drama Club had put on some great productions recently.
- She asked members to think about the sort of event they would like to have at Christmas. She wondered whether a hot buffet might be better than cold. Cllr C M Cunningham suggested a 'bring and share' supper.

#### **24.213 Clerk's Report**

Mrs J E Vanstone started by welcoming her replacement, Alice Gater-Wildgust who had started work that day.

She then thanked Cllrs Chaplin and Wood who had very kindly helped out with the Public Hall cleaning over the previous weekend; it was much appreciated. She then reported:

- She had been in touch with Doug Stanton at East Devon District Council (EDDC) and who had asked for a meeting with one or two councillors plus Sean Mills to check the condition of the toilets. A short report would be prepared afterwards to go with sale documents. This Council would also need to confirm with Doug that a Service Level Agreement with EDDC was not required for cleaning and maintenance once this Council takes over the block.
- The Carnival Committee had decided to withdraw their request for a grant. She was sure Cllr Hilliar would advise of the reasons after the meeting.

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

No reports were presented.

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

##### County Councillor

Mrs J E Vanstone advised that County Cllr C Channon was unable to attend the meeting as she had had another fall at home and had injured her back. Mrs Vanstone then read her report:

- It had been a fairly quiet August as a good number of County Officers had taken their holidays that month!
- She was concerned to be informed at the Budleigh Salterton Traffic Group meeting on 24 September that Highways did not consider the potholes and defects in High Street and Fore Street as a priority. She had contacted Tom Vaughan at Devon County Council Highways and requested a site visit. As these defects had got deeper and wider vehicles were travelling on the wrong side of the road to avoid them. She had also been contacted about punctured tyres and understood that an elderly lady had fallen and fractured her wrist.
- All County Councillors had been advised to spend their Locality Budgets before January as there are County Elections in May. She had allocated money to the Christmas Lights; Budleigh Library for Baby and Bounce; Budleigh Music Festival; Budleigh Carnival; the Football Club to replace goal posts for the colts and a Blue Plaque. There was very little left and she thought Budleigh had had its fair share.

### District Councillors

District Cllr H L Riddell reported that he had forwarded some information to the Clerk relating to the shelter underneath Salting Hill. East Devon District Council had been approached with an idea to turn it into a commercial enterprise. He had asked the officer if the information could be shared as he felt it was important that the Town Council had a chance to comment on the proposal.

The Clerk confirmed she would forward the information the next day and would then forward all comments to Cllr Riddell.

District Cllr M Martin said she had very little to report. She had attended the recent Seachange Open Day which had been very enjoyable.

District Cllr C Fitzgerald also had very little to report. She had stepped back from her role as Assistant Portfolio Holder – Coast, Country and Environment. She would, however, be staying on the Strategic Planning Committee. She advised that the site allocation process was ongoing and if not enough houses had been allocated across the whole district, they may have to revisit Budleigh's allocation.

She understood that some refuse bins had been left out on the bridge between the Brook Kitchen and the library and hoped this had been dealt with.

### **24.216 Finance Inspection**

- (i) Payments for the month of September 2024, in accordance with Appendix A, were approved.
- (ii) It was noted that Cllr G Woodcraft had carried out the internal finance inspection for August 2024.

### **24.217 Town Clerk**

The decision made by the Staffing Committee recommending the appointment of a new Town Clerk was ratified.

### **24.218 Caretaker**

The decision made by the Staffing Committee recommending the appointment of a temporary caretaker was noted.

Mrs J E Vanstone advised that she had in fact appointed a local man to do some caretaking work and he had been engaged as a sub-contractor to start immediately.

### **24.219 Occupational Health Screening**

Consideration was given to using Medigold to provide Occupational Health Screening for all employees and it was

**Resolved:** This Council will go ahead with Occupational Health Screening and will use Medigold to provide this service.

### **24.220 Request for Grant Aid 2024/25: Shop Budleigh – Christmas Lights**

- (i) Consideration was given to making a grant towards the town's Christmas Lights.

**Resolved:** A grant will be made.

- (ii) Consideration was then given to the amount of the grant.

**Resolved:** A grant of £7500 will be made.

Mrs J E Vanstone then updated Members on the Council's previous donations to the Chamber of Commerce in relation to the town's Christmas Lights.

### **24.221 Request for Grant Aid 2024/25: Budleigh Salterton Football Club**

- (i) Consideration was given to making a grant to the Club towards the installation of solar panels.

**Resolved:** A grant will be made.

- (ii) Consideration was then given to the amount of the grant.

**Resolved:** A grant of £10000 will be made from Community Infrastructure Levy funds.

#### **24.222 Council IT**

Consideration was given to purchasing twelve tablets for Councillors to use solely for Council business and it was

**Resolved:** The Council will purchase twelve tablets and the Clerk will instruct ACS Solutions to undertake the set-up and onboarding process.

#### **24.223 Plastic Free Budleigh**

Consideration was given to supporting an application towards the town being awarded Plastic Free Status.

It was

**Resolved:** This Council will lead by example and remove single-use plastic items from its premises and operations.

This Council will encourage plastic-free initiatives in the area, promoting the campaign and supporting events.

Cllr A F Chaplin said he would be happy to sit on a Community Steering Group.

#### **24.224 Committee Membership**

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

- Cllr J S Billington asked to sit on the Community Gardens Committee and the Budleigh Salterton Climate Change Group.
- Cllr S P Cook had contacted the Clerk before the meeting and had asked to sit on the Public Hall Committee, Finance Committee, Foreshore & Footpaths Committee, Town Improvement Fund Committee and CIL Committee.

Consideration was then given to appointing a new representative to sit on the Heaths to Sea Stakeholder Communication Advisory Group. Cllr W K Wood advised that due to commitments with the Public Hall, he felt he could no longer sit on this Group. It was

**Resolved:** Cllr J S Billington offered to take over from Cllr Wood. Cllr G Woodcraft will attend any meetings if Cllr Billington is unavailable.

#### **24.225 Budleigh in Bloom**

It was agreed to postpone until 28 October 2024 the discussion on the difficulties Budleigh in Bloom was having in undertaking their work of covering the planting and care of the various units around the town and any financial support the Town Council may give Budleigh in Bloom.

#### **24.226 Town Tidiness**

An email regarding some of the issues around the town (poor state of pavements and general scruffiness) was received and considered.

Members agreed with the resident's comments but were unsure what more this Council could do to alleviate some of the problems which are outside its remit.

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

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

- Budleigh Salterton Carnival – Street Trading Application for 10 x food trading stalls – 5 October 2024

#### **24.228 Correspondence Received**

- Devon County Council:
  - Temporary Prohibition of Through Traffic – Chapel Street: 9 to 11 October 2024 (Patching and lining works – Kier)
  - Temporary Prohibition of Through Traffic – Chapel Hill: 21 October to 1 November 2024 (Patching and lining works – Kier)
  - Temporary Prohibition of Through Traffic – Granary Lane: 19 to 20 November 2024 (Reinstatement works – Kier)
  - Temporary Prohibition of Through Traffic – Kersbrook Lane: 29 November 2024 (Safe access for engineer to work on overhead structure to provide new customer service – Sunbelt)
  - Temporary Prohibition of Through Traffic – Halse Hill: 16 to 20 December 2024 (Essential Cleaning of SWW sewer pipes to mitigate flooding and pollution risks – Kier)
- Ron Bailey: Update on lithium-ion battery campaign
- The Clerk: September 2024
- Clerks & Councils Direct: September 2024

#### **24.229 Any Other Business at the Chairman's Discretion**

- Cllr M C Hilliar advised that he had spoken to Devon County Council Highways Officers who had confirmed that the work outside Shandford would be completed by the weekend meaning the Carnival Procession on 5 October would be unaffected.
- Cllr S J Horn asked when the funding request from St Peter's School regarding the pool access would be considered. The Clerk advised that she hoped to receive a formal request in time for the meeting on 28 October 2024.
- Cllr R J Doorbar said the Library Friends had taken part in the recent Seachange Fete and had raised a good amount of funding.
- Cllr W K Wood advised that County Cllr C Channon had backed a locality budget for the goalposts to be replaced at the Greenway Lane Playpark. He had contacted the relevant engineer at EDDC who had been a bit evasive about when installation would take place! He asked if the Ward Members could speak to the officer.
- Cllr C A Sismore-Hunt reported that at the meeting of the Budleigh Salterton Traffic Group, held on 24 September, a discussion had been held on the state of Greenway Lane. She was amazed to see some contractors repairing some of the pothole the previous Friday.

#### **24.230 Dates of Next Meetings**

Planning Committee:	14 October 2024 at 7.00pm
Planning Committee:	28 October 2024 at 7.00pm
Town Council:	28 October 2024 on the rising of the Planning Committee
Public Hall Committee:	28 October on the rising of the Town Council

#### **24.231 The Deputy Town Mayor Moved that:**

Under Section 100(a)(4) of the Local Government Act 1972, the public and press be excluded from the Meeting as exempt information was likely to be discussed.

**PART B**

**24.232 East Devon District Council: Sale of Lower Station Road Public Conveniences**

- (i) Correspondence from Tozers regarding the sale of the Public Conveniences had been circulated prior to the Meeting.  
It was agreed that all the Local Searches suggested by Tozers be undertaken on this Council's behalf.
- (ii) The Agreement of Sale and Appendices relating to the sale of the Public Conveniences had been circulated prior to the Meeting.  
It was agreed that they accord with the Town Council's understanding of the agreements reached with East Devon District Council and the various suggested amendments were approved.

There being no further business, the Meeting closed at 9.20pm.

.....  
Chairman

.....  
Date

DRAFT