

## **BUDLEIGH SALTERTON TOWN COUNCIL**

**MINUTES** of the Meeting of the Town Council held in the Council Offices, Station Road, Budleigh Salterton on Monday 24 February 2025 on the rising of the Planning Committee.

Meeting commenced at 7.25pm

### **PRESENT**

Cllr C A Sismore-Hunt (Town Mayor)  
Cllr J S Billington  
Cllr S P Cook  
Cllr R J Doorbar  
Cllr S J Horn  
Cllr P Manfield  
Cllr D Walsh  
Cllr G Woodcraft

**In Attendance:** Mrs A Gater-Wildgust (Town Clerk), District Cllr H L Riddell and one member of the public.

### **24.453 Public Speaking Time**

No member of the public wished to speak.

### **24.454 Apologies for Absence**

Apologies were received and accepted from Cllr A F Chaplin, Cllr M P Lewis, District Cllr C Fitzgerald and District Cllr M Martin.

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

No interests were declared.

### **24.456 Minutes**

The Minutes of the Meetings of the Town Council held on 10 February 2025 and 27 January 2025 had been circulated prior to the Meeting. It was unanimously agreed that they be signed as a true record.

### **24.457 Reports of Committees**

The Minutes of the following Meetings held on 10 February 2025 were noted:

- Staffing Committee
- CIL Committee

### **24.458 Chair's Report**

The Chair noted that regretfully Cllr K Wood had resigned.

### **24.459 Clerk's Report**

The Clerk, Mrs A Gater-Wildgust, reported that:

- Purchase of Station Road Toilets: the contracts have been exchanged, and a completion date of 31 March 2025 agreed.
- Annual Parish Meeting: Committee Chair were reminded to submit their reports from 2024/25 no later than 1 March, to allow time for preparation of the report pack to accompany the agenda.
- Thanks were extended to:
  - Cllrs Billington, Cook, and Walsh for the work they have carried out on the Heath to Sea project.
  - Cllrs Woodcraft, Lewis, and Cook for their efforts in reviewing the CIL delivery plan and the strategy to initiate the S106 project.

- Cllrs Billington and Horn for offering to attend the forthcoming planning workshop regarding EXMO\_17 and also to Cllr Billington for representing the Town Council at a Town and Parish Council Meeting to discuss Devolution, hosted by Woodbury Parish Council on 20 February 2025
- 'Keep Britain Tidy': this national campaign will run from 21 March – 6 April 2025
- Bell Cornwell Town Planners representing Clinton Devon Estates have expressed an interest in meeting with the Town Council regarding their plans to bring forward Budl\_03 for planning. It was agreed to extend an invitation to them, to meet members.

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

Cllr J Billington attended a meeting at Woodbury Parish Council, along with other neighbouring councils, on 20 February 2025 in order to discuss the preparation of a statement for the Devon Association of Local Council (DALC) regarding Devolution. Cllr Billington reported that this was a very useful meeting. Refer to Min 24.467.

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

##### District Councillors

District Cllr H L Riddell provided the following report:

- **Allocation of Street Names:** a recent change in rules has determined that, in future, a street can only be named after a citizen once they have been deceased for fifty years or more. This policy revision aims to ensure a more thoughtful and considered approach to honouring individuals with street names.
- **Wildlife Improvement Policy:** it was noted that the Wildlife Improvement Policy is undergoing improvements, particularly in terms of communications. There is a clear emphasis on strengthening communication channels between East Devon District Council (EDDC) and Town and Parish Councils. This change is expected to foster better collaboration and more effective implementation of wildlife improvement initiatives.  
**Coach Tourism Initiative:** Cllr Riddell highlighted the growing importance of coach tourism and that EDDC is actively pushing to support this sector, and as part of this initiative, the council will fund 50% of the signage needed to promote coach tourism in the area. This support reflects the industry's potential growth and its economic value to the region.
- **West End Kiosk:** A query had been received regarding the future of the West End Kiosk on Budleigh Salterton Beach. Insurance officers have informed the council that they will no longer provide insurance for this site, raising concerns about the potential viability of this as a commercial site.
- **Pensioners Advice Fair:** Cllr Riddell referenced the upcoming Pensioners Advice Fair scheduled for 14 March 2025, which aims to provide valuable advice and support to pensioners in the area.
- **Sewage Issue at Granary Lane:** A query was raised regarding an ongoing sewage issue at the bottom of Granary Lane. It was reported that there is a drain on the road that needs attention, and the situation is being addressed.

#### **24.462 Finance Inspection**

- (i) Payments for the month of February 2025, in accordance with Appendix A, were approved.
- (ii) It was noted that Cllr G Woodcraft had carried out the internal finance inspection for January 2025.

#### **24.463 Request for Grant Aid 2024/25: Budleigh Information Centre**

- (i) Consideration was given to making a donation towards the Love Budleigh Street Party taking place on Sunday 4 May 2025, to celebrate the 80th Anniversary of VE Day.

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

- (ii) Consideration was given to the amount of any donation

**Resolved:** A donation of £2825.00 will be made.

Members agreed that this event will be an important event for the town and are happy to support it.

#### **24.464 Public Hall Sound and Lighting upgrade**

The programme of works and final costings were received.

**Resolved:** Final costings including audio quote V1.5 were accepted.

Works are schedule to be completed between 14 – 25 April 2025.

#### **24.465 Station Road Toilets**

- (i) Opening and Closing times were discussed

**Resolved:** It was agreed to open the toilets from 8am – 7pm, daily, both winter and summer.

- (ii) Cleaning quotations received were considered (in addition to those previously discussed under Min 24.407)

**Resolved:** It was agreed to appoint Cleaning South West on the following basis:

daily cleaning of 6 toilet cubicles

daily locking of 6 toilet cubicles

opening 6 toilet Cubicles on Saturday and Sunday only

It was also noted that Budleigh Salterton Community Workshop have offered to partner Budleigh Salterton Town Council and will unlock the Station Road Toilets on a Monday to Friday basis allowing significant savings to be made.

- (iii) The CCTV quotation from the existing provider, Tamar Security was considered.

**Resolved:** It was agreed to accept the quotation to provide two additional cameras to the Public Hall CCTV system.

#### **24.466 East Devon Local Plan - Regulation 19 Consultation**

It was noted that the Regulation 19 Consultation was open and will run until 31 March 2025. This consultation provides an opportunity for the public and relevant stakeholders to submit their feedback on the local plan.

Members shared their initial feedback regarding the local plan, which included several concerns:

- Exmo20 Proposed Development: Road access and its potential impact on the area.
- Climate Change Issues: Members raised the issue of underrepresentation of climate change considerations within the proposed plan.
- Town Infrastructure: There were concerns about the effect any proposed development could have on the town's infrastructure and existing facilities.
- Water Drainage and Sewage Systems: Key concerns included how water drainage and sewage systems might be impacted by any future development.
- Wildlife Impact: The potential effects on local wildlife were also highlighted as a key concern, with members requesting further consideration of the environmental impact of proposed developments.

It was agreed that the Clerk will contact EDDC Planning to confirm if there is an alternative format for the town council to submit their response to the consultation, rather than via the Commonplace platform.

#### **24.467 Devolution**

A request from the Devon Association of Local Councils (DALC) was discussed, asking Budleigh Salterton Town Council to provide a short statement relating the vision for the Town. This will assist DALC in developing a broader approach to representing all Devon local councils going forward, during the Devolution process.

It was agreed that each member of BSTC would contribute a paragraph to Cllr Billington to help draft the statement. The Budleigh Salterton Neighbourhood Plan was identified as a useful starting point, as it offered a clear overview of the town and its needs. Members will collaborate to provide input, and Cllr Billington will coordinate the preparation of the statement to submit to DALC.

#### **24.468 Keep Britain Tidy**

The campaign was discussed, and it was agreed that BSTC will share the Keep Britain Tidy campaign posters via the Councils social media channels and noticeboards.

#### **24.469 Annual Parish Meeting**

It was noted that the Annual Parish Meeting is scheduled to take place at the Public Hall on Friday, 14th March at 7.00 pm.

Following a discussion, it was agreed that the primary aim of the event is to welcome the community, highlight the work of the council, and provide an opportunity for the public to ask questions and engage with council members.

Efforts were already underway to publicise the event. The event details were being shared through various channels, including the Town Council Website, Facebook, posters on the Public Hall notice board, within the Town and communication with local member groups. Additionally, the agenda for the meeting will be shared closer to the event date.

The Annual Parish Meeting is being actively promoted to ensure strong community engagement, and preparations are in place to facilitate a productive and informative event.

#### **24.470 Heath to Sea Project**

An update was received from the BSTC Heath to Sea working party. Councillors were asked to review and agree on six statements to assist in the preparation of a Council response. Cllr Billington presented the six points for Councillors to consider. It was unanimously agreed that all six points were used to develop a document for approval and submission to Clinton Devon Estates consultation on this initiative.

#### **24.471 Casual Vacancy**

It was noted that former Cllr C M Cunningham had resigned from Budleigh Salterton Town Council and further noted that the arrangements for a co-option into the casual vacancy arising were in progress.

#### **24.472 Correspondence Received**

- Devon County Council:
  - Temporary Prohibition of Through Traffic – Victoria Place: 4 to 6 March 2025 (renew frame and cover)
  - Temporary Prohibition of Through Traffic – Granary Lane: 20 to 24 March 2025 (repairs to defective reinstatement)
- OVA News Jan 2025 - Otter Valley Association
- Allotment & Leisure Gardener – Issue 1, 2025
- Bloor Homes Invitation to consultation re Exmo\_17, 27/2/25

#### **24.473 Any Other Business at the Chair's Discretion**

Cllr S P Cook raised a question regarding the status of the action noted in Min 24.393 concerning South West Water. The Clerk confirmed that weekly reports had been intermittently received from South West Water. However, the remaining actions outlined in the minutes had not yet been fully addressed.

#### **24.474 Dates of Next Meetings**

|                                  |   |
|----------------------------------|---|
| Planning Committee:              | 10 March 2025 at 7.00pm   |
| Foreshore & Footpaths Committee: | 10 March 2025 on the rising of the<br>Planning Committee              |
| Community Gardens Committee:     | 10 March 2025 on the rising of the<br>Foreshore & Footpaths Committee |
| Annual Parish Meeting:           | 14 March 2025 at 7.00pm   |

The 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**

##### **24.475 Staffing – Salaries**

The recommendation from the Staffing Committee regarding the increase in salary of the Assistant to the Town Clerk, to be backdated to 11 October 2024, was received and considered.

**Resolved:** The recommendation of the Staffing Committee was accepted

There being no further business, the Meeting closed at 9.23pm

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Chair

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Date