

BUDLEIGH SALTERTON TOWN COUNCIL

MINUTES of the Meeting of the Town Council held in the Council Offices, Station Road, Budleigh Salterton on Monday 24 March 2025.

The meeting commenced at 7.19pm.

PRESENT

Cllr S J Horn – Chair
Cllr J S Billington
Cllr A F Chaplin
Cllr R J Doorbar
Cllr M P Lewis
Cllr P Manfield
Cllr D Walsh
Cllr G Woodcraft

In attendance: Mrs A Gater-Wildgust (Town Clerk), District Cllr C Fitzgerald, District Cllr M Martin, District Cllr H Riddell and one member of the public.

In the absence of the Town Mayor, Cllr S J Horn chaired the Meeting.

24.494 Public Speaking Time

No member of the public wished to speak.

24.495 Apologies for Absence

Apologies were received and accepted from Cllr C Sismore-Hunt (Town Mayor) and Cllr S Cook.

24.496 Declarations of Interests in Items on the Agenda

No interests were declared.

24.497 Minutes

The Minutes of the following Meetings had been circulated prior to the Meeting:

- Meeting of the Town Council held on 27 January 2025
- Meeting of the Town Council held on 24 February 2025
- Extra Ordinary Meeting of the Town Council held on 3 February 2025

It was unanimously agreed they be signed as a true record.

24.498 Chair's Report

No report was made.

24.499 Clerk's Report

Alice Gater-Wildgust (Town Clerk), shared the following update:

Station Road Toilets

Contracts were to be completed on 31 March 2025, transferring ownership of the above to Budleigh Salterton Town Council. The CCTV had been installed on 20th March 2025. All cleaning contracts were in place, and EDDC was scheduled to be on site on or before 31 March 2025 to carry out a final clean and remove any of their property still insitu. A meeting had been scheduled for 26 March 2025 with EDDC to learn more about the automatic door locking system that was in place. Some signage and communication work still needed to be completed.

Update on Public Hall

The upgrade work on the sound lighting and acoustics was due to take place between 14 – 26 April 2025.

Preparation for the Annual Meeting of the Town Council in May

A briefing pack was provided to each town Councillor in order to aid preparation for the Annual Meeting of the Town Council. This pack contained nomination and voting

process for the Town Council Chair, Deputy Chair, and other roles, as well as the procedures to be followed following the Annual Meeting on 12 May 2025.

Following the report Cllr M P Lewis, requested that the Clerk write to the Inspector of Police regarding how to best communicate with the town going forward, on the larger issues.

Cllr R J Doorbar commented on the recent Annual Parish Meeting and noted that it was a good meeting with a great positive discussion. Cllr Doorbar thanks the Clerk for the work that she had done to engage the community in advance of the event.

24.500 Reports of Council Representatives on Other Bodies

There were no reports

24.501 Reports of County and District Councillors

District Cllr H Riddell began his report with a message from County Councillor Christine Channon confirming that it would not be possible to widen the B3178.

Cllr Riddell had recently had a meeting with the Regional Director of the Post Office and had discussed the possibility of a banking hub being established in Budleigh Salterton and the mechanism to appeal the last decision. Cllr Riddell had put a request in eighteen months ago for the Town to have a banking hub. At that time the Town did not meet the necessary criteria.

District Councillors Martin and Fitzgerald addressed questions from Cllr Manfield regarding the activities undertaken by District Councillors in relation to Exmo_20. They confirmed that the decision to include Exmo_20 in the Local Plan was made relatively late, and as a result, it did not undergo a thorough assessment by officers, as it had not been initially recommended by them. Around Christmas 2024, it came to the attention of District Councillors that this site was being included in the Local Plan at the last minute, including the fact that the primary access was to be on the B3178. Cllr Fitzgerald highlighted that this point of access was the key difference between the site being considered an Exmouth or Budleigh Salterton site.

District Cllr Fitzgerald confirmed that District Councillors were informed in early February that the site allocations were unlikely to be revised. Cllr Fitzgerald also noted that the Member of Parliament had no influence over this matter. Additionally, Cllr Fitzgerald confirmed that she had spoken with Ed Freeman to acknowledge the significant ill feeling regarding the plan and emphasised that Budleigh Salterton Town Council (BSTC) should have been properly advised of this development.

24.502 Finance Inspection

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

24.503 Authority to Sign Cheques/Direct Debits/Authorise Payments

- (i) Following a discussion Cllr Lewis and Cllr Billington were appointed as an additional two Members with authority to sign cheques and Direct Debits and authorise internet banking payments.
- (ii) It was noted that Alice Gater-Wildgust has been added as a bank signatory in order to manage the Council's payments etc..

24.504 Income & Expenditure 2024/25

It was agreed to the increase to Budget Heading 522 Public Hall – Hall Improvements to £35000.00 to allow for the first payment to Sound Events for the lighting and audio upgrade.

24.505 Request for Grant Aid 2025/26: Budleigh Music Festival

(i) Consideration was given to making a grant towards the Budleigh Music Festival Lights.

Resolved: A grant will be made.

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

Resolved: A grant of £1800 will be made.

24.506 Risk Management

The Council's Risk Management Document was reviewed and accepted.
Cllr Horn agreed to review the Council's Risk Assessment documents.

24.507 Investment Policy

The Council's Investment Policy was reviewed and accepted.

24.508 Councillor Representatives on other Committees

It was noted that Cllr Billington has agreed to be the Town Council representative on the Budleigh in Bloom Committee.

24.509 East Devon District Council: Event Consultation

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

- Pebble Dash (Fun Run) Budleigh Salterton Seafront – 25 October 2025

24.510 Budleigh Salterton Carnival Club: Event Notification

Details were received and accepted for the traffic management plan for the event to take place on 4 October 2025.

24.511 Correspondence Received

- Devon County Council:
 - Temporary Prohibition of Through Traffic – Bear Lane: 8 to 18 April 2025 (masonry works to bridge)
 - Temporary Prohibition of Through Traffic – East Terrace: 22 April 2025 (pole replacement)
- National Grid:
 - Temporary Road Closure – Fore Street Hill: 21st and 31st March 2025
- Invitation: Citizens Advice 85th Birthday Party, Fri 2nd May 2025
- David Reed MP: Letter received
- Royal British Legion: Thank you letter and confirmation of collection amount
- Veterans Community Support (VCS): Thank you letter
- Libraries Unlimited: 2023/2024 Impact report

24.512 Any Other Business at the Chairman's Discretion

No other business was raised.

24.513 Dates of Next Meetings

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| Planning Committee: | 14 April 2025 at 7.00pm |
| Finance Committee: | 14 April 2025 on the rising of the Planning Committee |
| Planning Committee: | 28 April 2025 at 7.00pm |
| Town Council: | 28 April 2025 on the rising of the Planning Committee |
| Annual Meeting of the Town Council | 12 May 2025 on the rising of the Planning Committee |

There being no further business, the Meeting closed at 8.18pm.

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Chair

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Date

Approved