

## **BUDLEIGH SALTERTON TOWN COUNCIL**

**MINUTES** of the Meeting of the Town Council to be held in the Council Offices, Station Road, Budleigh Salterton on Monday 28 April 2025

The Meeting commenced at 7.18pm

### **PRESENT**

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

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

### **24.557 Public Speaking Time**

A member of the public attended and thanks Budleigh Salterton Town Council for the work they had completed on the submission to the East Devon Local Plan and noted that this work is not finished yet. The next meeting of East Devon District Council (EDDC) Planning meeting scheduled to take place on 6 May 2025 was noted as postponed. The speaker asked whether a Town Councillor from BSTC would attend the next EDDC Strategic Planning Meeting.

### **24.558 Apologies for Absence**

Apologies were received and accepted from Cllr A Chaplin.

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

Cllr Doorbar declared an interest in Min 24.542. He is the Membership Secretary for Probus.

### **24.560 Minutes**

The Minutes of the Meeting of the following meetings had been circulated prior to the Meeting. It was unanimously agreed they be signed as a true record.

- Meeting of the Town Council held on 24 March 2025.
- Meeting of the Town Council held on 14 April 2025.

### **24.561 Report of Committees**

The Minutes of the meeting of the Finance Committee held on 14 April 2025 were noted.

### **24.562 Retiring Chairman's Report**

The Chair reflected on their first meeting as a newly elected member, recalling how the incoming Chair from that time forward was formally given the title *Town Mayor* and well as Chair of the Town Council. They shared that it had been a privilege to serve as a Town Councillor and noted that over the years, each Chair had brought something of value to the role, contributing in their own way to the life of the town. They hoped their own tenure had added to that legacy.

Among the contributions they were proud of were the installation of the safety mirror at the corner of Moor Lane and the relocation of the fencing at the bottom of the Green Bridge, which is now correctly positioned on the safe side of the pathway. These changes, while modest, made a real difference to the safety and accessibility of the

area. They also mentioned the installation of a new fire alarm system in the Public Hall and Council Office.

Looking ahead, the Chair expressed confidence that the Council would continue its strong tradition of service and stewardship for the people of Budleigh Salterton.

#### **24.563 Clerk's Report**

The Clerk reminded Members that the Annual Meeting of the Town Council will take place on 12 May 2025 and requested that all nomination forms be returned to their office by 10:00am on 2 May. The Station Road toilets continue to operate well, though a maintenance schedule and appropriate signage are still pending and will be prioritised shortly. The Public Hall upgrade was completed on 25 April. The Clerk has been liaising with hall users and will work with the Council and the Public Hall Committee post-Annual Meeting to develop a strategic plan for its use. At the War Memorial, a damaged bollard has caused minor ground damage. The Budleigh Salterton Community Workshop has requested permission to install a semi-permanent awning on Council-owned land near the Station Road toilets, at no cost to the Council. This will be formally considered at the May 2025 meeting. Lastly, the Clerk noted that the Assist to the Town Clerk will be on annual leave from 2–16 May, resulting in reduced office capacity during that period.

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

**Cllr R J Doorbar – Arts, Culture & Community Liaison** reported on their ongoing engagement with Screen Devon, with a focus on encouraging high-end film and television productions to consider Budleigh Salterton Public Hall and the wider area as a location. As part of this effort, they have written to Screen Devon to highlight the potential of the Public Hall as a suitable venue for filming and to make further enquiries, promoting Budleigh Salterton as a viable and attractive option for production companies.

In addition, Cllr Doorbar noted that the Friends of Budleigh Salterton Library Committee will be holding a fundraising plant sale on Saturday 10 May, starting at 9:30am. All proceeds will support the work of the Library, and residents are encouraged to attend and support this community event.

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

**District Cllr C Fitzgerald** reported that the planning application for 41 High Street had been referred to Chair's Delegation. Planning officers were minded to approve the application, as the windows in question were located at the rear of the proposed development, which they considered acceptable.

Cllr Fitzgerald also referenced a letter from a member of the public regarding concerns about the High Street. Following a discussion with Rob Murray, Deputy Director of Economy, the Deputy Director has offered to visit Budleigh Salterton Town Council to discuss the support available for struggling high streets. Cllr Fitzgerald noted that Budleigh Salterton Town Council welcomed this engagement and that the Town Council requested further information about strategic planning related to the development of the High Street.

#### **District Cllr M Martin – District Report**

District Cllr M Martin thanked local residents for their constructive engagement and collective effort in responding to the East Devon Local Plan consultation. They noted that the willingness of the community to work together as a unified voice had strengthened local representation and ensured that community concerns were clearly communicated to East Devon District Council (EDDC).

Cllr Martin confirmed that, in relation to Exmo\_20, they are happy to take forward any specific requests or concerns from Budleigh Salterton Town Council or local residents to the appropriate departments within EDDC. They encouraged both Councillors and

members of the public to continue sharing their feedback so that it can be effectively raised at District level.

Additionally, Cllr Martin reminded the Council that if any concerns arise regarding the handling or processing of personal data, individuals should report these directly to the EDDC Complaints Department to ensure that any issues were formally addressed in line with data protection protocols.

#### **24.566 Finance Inspection**

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

#### **24.567 Community Groups Event - 13 September 2025**

##### **Probus Event**

- (i) Details of a proposed community engagement event in association with Probus were received
- (ii) It was agreed that Budleigh Salterton Town Council will host a dedicated day to showcase local community groups. In light of the Town Council's limited resources, support and assistance from Probus and other local organisations would be warmly welcomed to help with planning and delivery of the event. It was agreed to further discuss details of the event at a future meeting of the Town Council

##### **Seachange Event**

- (i) Details of a propose proposed community engagement event led by Seachange were received.
- (ii) It was noted that Public Hall has been booked for this event by Seachange and in line with our hiring agreements the usual fees would apply. Grants are however available, on approval of a suitable applications, from BSTC and Seachange is welcome to take this course of action.

It was further agreed to explore the possibility of ring-fencing funds to enable the Town Council to support initiatives specifically aimed at promoting the health and wellbeing of the community. This would ensure that resources were readily available for projects that directly contribute to the physical, mental, and social wellbeing of residents.

#### **24.568 Community Allotment - Seachange Open Gardens Event 22 June 2025.**

It was agreed to grant the request by the allotment holder (The Lions Club) to participate in the above event.

#### **24.569 South West Water (SWW)**

It was noted that there is ongoing collaborative work between Budleigh Salterton Town Council and South West Water (SWW) to achieve greater oversight of local water issues. This includes evaluating the potential actions that the Town Council can take to address these concerns effectively. The Town Council is committed to ensuring that all relevant issues are appropriately managed and that the community's interests are well represented.

Cllr S P Cook provided the following briefing:

Cllr S P Cook proposed that PW from Escape be invited to attend a future Town Council meeting to provide a 15-minute briefing on key local water management issues. The following five critical topics were identified for more general discussion:

1. The pipe relining project, including an update on its timeline and any potential impact on the local area.
2. Awaiting confirmation from the Environment Agency (EA) regarding the possibility of establishing two dedicated water testing locations within the area.
3. The sluice gate at Kersbrook, currently operated by East Devon District Council (EDDC) under the direction of SWW. It was initially believed to be a temporary

measure, and clarification is needed on whether it will remain in place following the completion of the LORP project.

4. Pollution concerns at Kersbrook, which continue to be an ongoing issue requiring further attention and resolution.
5. The future of the waterway section between the car park and the end of the LORP project.

Additionally, Pennon Water has expressed an interest in scheduling a separate meeting with Budleigh Salterton Town Council to further discuss these issues. The Council has welcomed this opportunity, and the date for the meeting is to be confirmed.

#### **24.570 Correspondence Received**

- Devon County Council:
  - Temporary Prohibition of Through Traffic: 22 April 2025 - 2 May 2025 (Masonry Works to Bridge)
  - Temporary Prohibition of Through Traffic: High Street: 4 May 2025 (VE Day Street Party)
  - Temporary Prohibition of Through Traffic: Granary Lane: 25 May 2025 (Budleigh Runners Fun Run)
- NALC: Chief Executive Bulletin
- Budleigh Salterton AFC: update on Solar Project and a Thank you.
- Mr Ian Wasson: letter regarding Budleigh Salterton High Street
- Octavius: Dinan Way Extension – Project Newsletter #1: April 2025
- Mr J Hamill: letter regarding BSTC Reg 19 response
- Ms J Talbot-Bowen: letter regarding Exmo\_20
- DALC: Membership Renewal 2025-26
- Devon County Council: response to EDDC Reg 19 Consultation

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

Cllr Doorbar spoke about the Annual Civic Service with particular emphasis placed on the importance of ensuring that this event is inclusive and accessible to all members of the community. The aim is to bring together local residents, community leaders, and organisations in a celebration of the town's civic life and achievements, while ensuring that all individuals and groups feel welcome and represented. Cllr R J Doorbar expressed their willingness to lead on organising the event.

The Clerk reminded Councillors of the forthcoming Annual Meeting and to return all nomination forms by 10am on Fri 2 May 2025

**24.547 Dates of Next Meetings**

Annual Meeting of the Town Council: 12 May 2025 at 7.00pm  
Planning Committee: 12 May 2025 at 7.00pm on the rising of the  
Annual Meeting of the Town Council  
Planning Committee: 19 May 2025 at 7.00pm  
Town Council: 19 May 2025 on the rising of the Planning  
Committee  
Planning Committee: 9 June 2025 at 7.00pm  
Community Gardens Committee: 9 June 2025 on the rising of the Planning Com..  
Foreshore and Footpaths Committee: 9 June 2025 on the rising of the CG Committee

There being no further business, the Meeting closed at 8.52pm

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Chair

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Date

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