

BUDLEIGH SALTERTON TOWN COUNCIL

MINUTES of the Meeting of the Town Council held in the Council Offices, Station Road, Budleigh Salterton on Monday 14 July 2025.

The meeting commenced at 7.42pm.

PRESENT

Cllr G Woodcraft – Acting Chair
Cllr D Walsh – Acting Deputy
Cllr J S Billington
Cllr S Cook
Cllr R J Doorbar
Cllr P Manfield
Cllr L Miszewska

In attendance: Mrs A Gater-Wildgust (Town Clerk), Co Cllr N Hookway and one member of the public.

25.131 Public Speaking Time

No member of the public wished to speak.

25.132 Apologies for Absence

Apologies were received and accepted from Cllr A Chaplin, Cllr C Cunningham, Cllr S Horn, Cllr P Jones, Cllr P Lewis (Chair and Town Mayor), District Cllr C Fitzgerald, District Cllr M Martin, District Cllr H Riddell.

25.133 Declarations of Interests in Items on the Agenda

There were no interests declared.

Cllr G Woodcraft declared acceptance of two tickets to a performance at the recent Budleigh Music Festival

25.134 Minutes

The Minutes of the Meeting of the Town Council held on 23 June 2025 had been circulated prior to the Meeting. It was unanimously agreed they be signed as a true record.

25.135 Reports of Committees

The Minutes of the Meeting of the Foreshores and Footpaths (F&F) Committee held on 23 June 2025 were noted.

25.136 Chairman's Report

The Acting Chair shared that:

They had attended the recent Otter to Exe Meeting of Local Council Chair and Clerks which they found useful.

Budleigh Salterton Cricket Club Sponsors Event: Cllr Woodcraft had recently attended the Budleigh Salterton Cricket Club Sponsors Event. Cllr Woodcraft further shared that they had agreed with BSCC to have a banner erected acknowledging the Town Councils part sponsorship of the recent Patio improvements.

Budleigh Music Festival: Cllr Woodcraft attended the Budleigh Music Festival Sponsors Evening and reported on the success of the event. She was pleased to note that BSTC's sponsorship of the Music Festival Family Day was well received and had played a key role in enabling the event to take place.

25.137 Clerk's Report

The Clerk, Alice Gater-Wildgust, reported the following:

Beachfront Trading Proposal:

A site meeting was held on 3 July 2025 with EDDC and a representative of Mr/s Whirley regarding a proposed beachfront café (installation of a horse box near Steamer Steps). A revised location map had been received. On 10 July 2025, BSTC was advised that a new application would not be submitted until EDDC had resolved several outstanding queries.

Police Meeting:

The meeting with Inspector Mat Helm (Exmouth Police), originally scheduled for 9 July 2025, had been postponed.

Utilities:

The electricity supply for the Station Road Toilets had been transferred to British Gas, resulting in a cost saving. An additional reduction was secured for the Public Hall electricity account. These changes will result in an estimated annual saving of approximately £500 from January 2026. All five utility contracts (electricity for the Public Hall, Norman Centre, and Station Road Toilets; gas for the Public Hall and Norman Centre) are now aligned to terminate in October 2027, enabling a consolidated renewal and improved negotiation position through the Council's energy broker.

S106 Funding:

A Teams meeting was held with Louis Belfield (EDDC) to discuss the development of a consultation process for S106 allocation using the Commonplace platform. The aim was to ensure the process is inclusive and aligned with community priorities. In line with Minute 25.103, BSTC will support AFC Budleigh's application for S106 funding, which will be considered alongside other local priorities. A preliminary outline has been submitted to EDDC, who were assisting BSTC in developing the consultation.

25.138 Reports of Council Representatives on Other Bodies

South West Water: The Clerk shared the recent SWW report, on behalf of Cllr Chaplin confirming the following update on South West Water's ongoing works in Budleigh Salterton. It was reported that, as the scheme progressed, further surveys identified alternative locations around Knowle that offered greater benefit and better value than the originally proposed works on Fore Street. As a result, focus has now shifted to those areas.

It was noted that as with any such scheme, continued investigations, modelling, and reviews can lead to a revised understanding of the sewerage catchment. Consequently, planned works may be adjusted to ensure the same outcome—reduced flow into the network—can be achieved with less disruption to the town centre.

Design work is continuing on the new rising main from Lime Kiln to Maer Lane, along with improvements to the pump station, which are expected to further reduce the need for Combined Sewer Overflows (CSOs). Some land issues remain unresolved, but an update on the rising main works is expected later in the year.

The surface water separation scheme around the Green Tank is scheduled to begin in early October and is expected to be completed by the end of November.

25.139 Reports of County and District Councillors

East Devon District Council

District Cllr C. Fitzgerald

Recycling & Waste Contract Update

East Devon District Council is approaching the end of its 20-year recycling and waste contract in 2026. Officers have assessed three future options: re-contracting with a third-party provider, bringing the service in-house, or creating a council-owned Local Authority Delivery Company. Following analysis, the latter was deemed the most cost-effective and stable, particularly in light of upcoming local government reorganisation. The proposal is being considered by Cabinet on 10 July and Full Council on 18 July. If approved, the transition to the new delivery model will begin over the coming year, positioning EDDC strongly during the formation of a new unitary authority.

Care Homes and Coastal Protection

At Full Council on 18 July, members will vote on a motion urging DEFRA to recognise care homes as multiple-occupancy dwellings within coastal erosion mitigation schemes. Currently classed as businesses, care homes are not properly accounted for in risk assessments. This issue was highlighted during discussions on the Seaton Hole Coast Protection Scheme, which affects a care home near the cliff edge.

With the Budleigh Coastal Protection Management Plan due to develop soon, and in view of Rosemullion Care Home's location near the cliffs, the Town Council is expected to support this motion.

County Council - Cllr N Hookway

Road Repairs

Cllr Hookway reported that forthcoming road repairs are scheduled for Arden Close, Jocelyn Road, Cliff Road, and Lansdowne Road. The works will take place within the next few weeks using Elastomac, a new road filling product.

Community Engagement

Cllr Hookway has accepted an invitation to attend the launch of the Summer Book Quest at Budleigh Library this 19 July 2025.

Neighbourhood Plan Funding

It was noted that, as part of the recent Government Comprehensive Spending Review, central government had withdrawn funding for the development of Neighbourhood Plans.

Exeter Enterprise Park

Central government had also removed funding for this project.

EDDC Strategic Planning

At a recent Strategic Planning Committee meeting, it was noted that over 1,000 objections were received regarding site EXMO20, with further significant objections to EXMO17. Officers have been asked to reconsider both sites. BSTC previously submitted a detailed response to the consultation on the draft East Devon Local Plan, which included comments on EXMO20. The Clerk agreed to share this response with Cllr Hookway.

Housing Development

Cllr Hookway noted the Government's ongoing position that housing delivery must continue. He referenced the proposed large-scale development at Clyst St Mary (approx. 10,000 homes), acknowledging lessons learned from past developments and supporting the need for housing despite some reservations.

Sewerage Infrastructure & OFWAT Consultation

Concerns were raised regarding the adequacy of South West Water's infrastructure to support new developments. Cllr Hookway encouraged BSTC and residents to respond to the OFWAT consultation on SWW, available via the OFWAT website.

Budleigh Salterton Beach and Cliff Management Plan

EDDC Cabinet had agreed to proceed with the Budleigh Salterton Beach and Cliff Management Plan. BSTC Members were recently briefed by Cllr G Jung, Portfolio Holder, and plans are underway to form a broad working group of councillors and to engage with the wider community to ensure that a representative group are included in the development and support of this two-year programme.

25.140 Finance Inspection

- (i) Payments for the month of June 2025, in accordance with Appendix A, were approved.
- (ii) It was noted that Cllr G Woodcraft has carried out the internal finance inspection for expenditure for April 2025. It was noted that the final sign off is still to be completed April and May 2025.

25.141 Water Fountain

- (i) Consideration was given to the installation of a water fountain adjacent to Station Road Toilets or on the exterior wall of the Public Hall (Station Road side), in support of the Budleigh Salterton Climate Group Action Plan 2022-2026 on Water Supply and Flooding. It was:

Resolved: that the water fountain would be installed in one of the above locations. The Public Hall location was favoured, pending permission being granted.

- (ii) Consideration was given to the grant offer of up to £1800 from Sea-Changers Coastal Foundation for a chilled water bottle and water fountain station to be installed. It was:

Resolved: to accept the grant and appoint Thirstyworks to install and maintain the unit, on a 12 month contract.

25.142 Term of Reference (ToR): Foreshores and Footpaths Committee

- (i) The draft ToR for the Foreshores and Footpaths Committee were considered and reviewed. It was

Resolved: Members agreed that the Terms of Reference were good enough and accepted it in its current iteration. Members felt it was not necessary to have direct reference to any policies in the Budleigh Salterton Neighbourhood Plan.

25.143 Term of Reference (ToR): Christmas Lights Working Party

- (i) The draft ToR for the Christmas Lights Working Party were considered. It was:

Resolved: It was agreed to adopt these ToR.

25.144 Climate Change Group (CCG) – to determine the priorities of the Budleigh Salterton CCG

- (i) Consideration was given to the current Action Plan of the CCG and its progress to date, and further consideration was given to any new priorities, strategies, or areas of focus for the coming year. It was:

Resolved: Option A would be adopted: to simplify the current action plan and prioritise actions that can be delivered by BSTC and the CCG. It was further agreed that the CCG would present a broad draft action plan to BSTC for consideration.

- (ii) Consideration was given to any changes that may be necessary to the ToR of the CCG. It was:

Resolved: that the Town Council Members serving on the CCG will prepare a draft ToR for consideration by the Town Council at its meeting on 8 September 2025.

25.145 East Devon National Landscape (EDNL)

Consideration was given to the arrangement of a meeting between two designated BSTC representatives and EDNL's to discuss relevant matters and submit a brief report to the full council. It was:

Resolved: that Cllr Woodcraft and Cllr Billington would move forward with this proposal.

25.146 Brook Road Car Park and Toilets

Consideration was given to any representations that BSTC may wish to make to EDDC in advance of the above entity being discussed at the Budget Setting and Capital Allocation Panel in September 2025.

It was:

Resolved: BSTC will make a written representation to the Budget Setting and Capital allocation panel to include the following:

It is imperative that the Brook Road Car Park remains as a car parking facility for the town with a balanced provision of Blue Badge and non-Blue Badge spaces. This is contingent on the site being improved, the derelict toilet block being removed and the installation of the requisite number of additional car parking spaces in its place.

25.147 East Devon District Council: Street Trading Application

Budleigh Salterton Literary Festival – Street Trading Application for 6 x trading units, including caterer, bar, books sales and ticket sales – 18 to 22 September 2024.

It was noted that BSTC supported and welcomed this event. East Devon District Council (EDDC) had been notified of BSTC's concerns regarding the temporary coffee cart at the event, along with the Town Council's proposal to engage a local coffee provider instead.

25.148 East Devon District Council: Street Trading Application: Mr/S Whirly

There was no further application to consider at the time of this meeting.

25.149 Correspondence Received

Devon County Council: Temporary Prohibition of Through Traffic – Victoria Place: 11 to 15 July 2025 (blockage in carriageway & renew frame & cover carriageway)

25.150 Any Other Business at the Chairman's Discretion

Cllr Miszewska shared that a directional sign has again been removed from a lane off Station Road. It was confirmed that this is reported to EDDC or DCC. The Clerk requested a whatthree words location in order to signpost to the correct entity

25.151 Dates of Next Meetings

Monday 28th July 2025

No meeting

Planning Committee decisions:

(Power to Act, consultation by email)

Monday 18th August 2025

Planning Committee

at 7.00pm

Foreshores & Footpaths

on the rising of the Planning Committee

Monday 8th September 2025

Planning Committee

7.00pm

Town Council

on the rising of the Planning Committee

Finance Committee

on the rising of the Town Council

CIL Committee

on the rising of the Finance Committee

Tuesday 9th September 2025

Traffic Group

2.00pm

There being no further business, the Meeting closed at 9.09pm.

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Chair

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Date