BUDLEIGH SALTERTON TOWN COUNCIL

MINUTES of the Meeting of the Town Council held in the Council Offices, Station Road, Budleigh Salterton on Monday 27 July 2026.

The meeting commenced at 7.19pm.

PRESENT

Cllr G Woodcraft (Chair)	Cllr A Chaplin	Cllr S Cook
Cllr R Doorbar	Cllr C Cunningham	Cllr S Horn
Cllr P Lewis	Cllr P Manfield	Cllr S Woodman

In attendance: Alice Gater-Wildgust (Town Clerk) and six members of the public.

26.152 Public Speaking

A member of Budleigh Salterton Cricket Club (BSCC) spoke in support of its grant applications. BSCC thanked the Town Council for its support given through previous grant funding, which had been a significant help during the club's development. This support, together with the dedication of volunteers, had helped transform the cricket club and enabled it to grow significantly within the community.

The club had gone from strength to strength over the past few years, with participation numbers increasing considerably. There were now around 140 junior members, including more than 50 girls, along with 72 All Stars participants aged between 5 and 8. Women's cricket has also expanded, with around 60 women now involved, as well as walking cricket sessions for those aged over 60.

BSCC highlighted the challenges that come with this growth, particularly around facilities and logistics. The club is seeking further support to provide an additional changing area to accommodate the increasing number of female players and school groups. The need for improved winter facilities was also raised, allowing greater use of the grounds when the clubhouse is not available.

A member of the Otter Valley Association (OVA) spoke in support of their grant application and provided a report on their new weekly water quality reporting carried out throughout the bathing season. Reports would be published every Friday. The first one was now available (24th July 2026), providing the community with regular information on bathing water quality. Testing is undertaken at the popular bathing area towards Otter Head rather than at the Environment Agency site of testing located in the middle section of the beach.

OVA thanked the Town Council for its continued support and welcomed ongoing collaboration. The importance of maintaining the publication of results and keeping residents and visitors informed was emphasised. There is a simple QR code available for all users to easily access data.

26.153 Apologies for Absence

Apologies were received and accepted from Cllr Jones.

26.154 Declarations of Interest and Dispensations:

Cllr Doorbar declared an interest in Min 26.164e[1] due to his connection with St Peter's Church. It was agreed with the Clerk that Cllr Doorbar would leave the room during this item.

Cllrs Cook and Cunningham declared an interest in Min 26.164c; they are Friends of Budleigh in Bloom.

[1] Corrected Min 26.163e

Approved

26.155 Minutes

The minutes of the Town Council meeting held on 22 June 2026 were confirmed as a correct record and approved by the Council.

26.156 Reports of Committees

The minutes of the following meetings were noted:

8 June 2026 Public Hall Committee & Foreshores and Footpaths Committee

13 July 2026 Climate and the Environment Committee.

26.157 Chair's Report

The Chair reported on attendance at the Otter to Exe meeting, which was found to be very informative. Discussions included legislative changes relating to planning, with the group planning to seek clarification regarding the relevant planning officer assigned to each planning application. Community Infrastructure Levy (CIL) was also discussed, noting that East Devon District Council receives 75% of the levy and that further consideration should be given to whether Town Councils could access additional funding.

The Chair provided updates on their attendance at recent community events, including BSCC Sponsors' Day at The Holt on 27 June, the Dog and Donkey Centenary Party on 11 July, and the successful Love Budleigh event held by Budleigh Information Centre on 24 July. The event saw over 200 attendees welcomed to the Public Hall and helped promote engagement with the Information Centre and the wider Love Budleigh initiative.

26.158 Clerk's Report

The Clerk provided an update on a number of ongoing matters and projects.

An update was given on the bench refurbishment programme, with 70 benches now completed. It was noted that, although the benches are the property of East Devon District Council, Budleigh Salterton Town Council had recently agreed to allocate a budget of £7,000 towards a one-off refurbishment programme for the benches located along the seafront.

The Clerk reported that members of the community had noticed that the Tide Clock near Steamer Steps was in need of attention. Along with members of the Community Workshop, they took action and refurbished the clock. The Town Council was pleased to meet the associated expenses of the project.

The Clerk reported on developments relating to Local Government Reorganisation (LGR). Recent correspondence had been received from the Secretary of State, and a webinar from EDDC had also taken place to provide further information and updates. All members were encouraged to appraise themselves of the content of this webinar. The implications of the proposed changes would continue to be monitored, with relevant information shared with Members as it became available. A county wide website was available with more information; Devon LGR

An update was also provided regarding the Community Asset Transfer (CAT) process. Following correspondence received from East Devon District Council the previous week, the Clerk would write again to EDDC to reiterate the Town Councils desire to look in detail at the asset transfer of the public toilets in the town and the site of the former Brook Road Toilets to BSTC. The Clerk would continue to monitor the situation and provide further updates when available.

26.159 Reports of Council Representatives on Outside Bodies

Budleigh Salterton Library: Cllr Doorbar reported that a recent legacy given to the library was welcomed. Refurbishment works on the library continues and thanks were extended to BSTC for the grant support provide to assist with this work.

Knowle Village Hall (KVH): Cllr Manfield – shared that the KVH committee continued to be busy. They further shared that more widely residents of Knowle were interested

Approved

in having a Welcome to Knowle sign and were further interested in exploring a 20 mph speed limit.

Community Speedwatch: Cllr Chaplin confirmed that the technical training will take place with the first group of volunteers this week (29.8).The first community Speedwatch would take place in mid-August.

26.160 Reports of County and District Councillors

Devon County Council – Cllr N Hookway

The County Councillor provided an update on matters relating to Local Government Reorganisation (LGR), noting the crossover with the Clerk's report. Discussions regarding the future structure of local government are ongoing, with current consideration being given to the size of wards within the proposed new Exeter unitary . The current thinking is that ward boundaries may be based on existing Devon County Council divisions. It has been suggested that each new ward could have three elected members; however, discussions remain at an early stage and there is currently a significant amount of speculation. The recent change in Secretary of State was also noted.

It was reported that Town and Parish Councils would remain unaffected until the new unitary authority is established, at which point there may be changes to governance arrangements. Concerns were raised regarding the potential impact of LGR on statutory services, particularly adult social care and children's services. The importance of protecting improvements already made within children's services was highlighted. It was also noted that the costs associated with LGR, estimated at approximately £30 million, would ultimately be borne by residents.

An update was provided regarding proposed parking restrictions at South Farm Road. The matter was recently considered by HATOC (Highways and Traffic Orders Committee)*, with a site visit planned. The County Councillor noted the complexity of the issue, as the River Otter area is covered by two separate County Council divisions, making agreement more challenging.

The County Councillor also provided an update on the proposed Exmouth diversion route and discussions relating to Dinan Way. Concerns were raised regarding over-reliance on the A376 and the lack of an options appraisal being requested from Exmouth officers. Possible routes and access considerations involving Exmouth, Sandy Bay, Colaton Raleigh and Newton Poppleford were discussed, including access around Marlcombe.

Members were advised of changes to bus timetables, which had come into effect that day, and a handout had been circulated.

An update was provided regarding open access proposals within Devon Libraries. The Portfolio Holder, Cllr Cheryl Cottle-Hunkin had made it clear that the proposals would not extend into Budleigh Salterton.

*** to listen to this and other Devon County Council meetings see Devon County Council on YouTube.**

East Devon District Council – Cllr M Martin

Cllr Martin provided an update on concerns regarding anti-social driving in Lime Kiln Car Park and across the town and confirmed that they were having a meeting with Police Inspector Helm later this week. An update was also provided regarding Colaton Raleigh, where concerns were raised about racing activity continuing through the village.

26.161 Finance Inspection

(i) Payments for the months of May & June 2026 were approved.

(ii) It was noted that Cllr Lewis has conducted the internal finance inspection for May and June 2026.

(iii) The year-to-date (YTD) income and expenditure against budget was noted.

APPROVED

26.162 Grant Aid 2026/2027

To note that a total of £9100.00 had been approved to date. It was agreed that the following budgets would be used:

Budleigh Music Festival	1700.00. (Grant Budget)
Shop Budleigh, Christmas Lights	6000.00 (plus settlement of electricity costs). To be Paid from Town Improvement Budget. (Town Improvement Budget)
Lions Club, Gala Week	1400.00
Total Grant Budget	20000.00

26.163 Request for Grant Aid 2026/27 – Quarter 2:

It was noted that in addition to the grant budget BSTC may consider funding project from other sources, as follows:

- **Community Infrastructure Levy (CIL)** – funding available for infrastructure projects that meet the relevant statutory criteria and support the needs arising from development within the town.
- **Section 106 Agreements (S106)** – developer contributions secured through planning agreements, which may be used to support specific infrastructure improvements or community benefits linked to development, using the consultation completed in 2025
- **Town Council Grant Budget** – funding to support eligible community groups, organisations and projects that provide benefit to local residents and contribute to the wellbeing of the town.
- **Town Improvement Budget** – funding to support projects that enhance the appearance, facilities, environment or public benefit of Budleigh Salterton.
- **Other Council Funds and Lawful Powers** – where appropriate, funding may be allocated using other powers and resources available to the Council, in accordance with legal requirements and Council priorities.

  All funding applications will be considered on their individual merits, taking into account the purpose of the project, eligibility criteria, available resources, statutory requirements, transparency, accountability and value for money.

a. Launched / Budleigh Salterton Community Larder

(i) Members considered whether to make a donation. It was agreed that a donation would be made.
(ii) Members considered the amount of the donation. It was:
Resolved: to donate £1000.00 from the grants budget.

b. Budleigh Salterton Carnival

(i) Members considered whether to make a donation. It was agreed that a donation would be made.
(ii) Members considered the amount of the donation. It was:
Resolved: to donate £1250.00 from the grants budget.

c. Budleigh in Bloom

(i) Members considered whether to make a donation. It was agreed that a donation would be made.
(ii) Members considered the amount of the donation. It was:
Resolved: to donate £1000.00 from the Town Improvement Budget.

It was noted that a separate analysis was underway regarding the costs incurred by Budleigh in Bloom (BiB) for servicing and planting the planters surrounding Budleigh Salterton Public Hall. Appropriate steps would be taken to regularise the funding arrangements for this work through Council funds.

d. Otter Valley Association

(i) Members considered whether to make a donation. It was agreed that a donation would be made.

Approved

(ii) Members considered the amount of the donation. It was:
Resolved: to donate £750.00 from the Town Improvement Budget.

8.30pm Cllr R Doorbar left the room.

e. The Peter Hall, St Peter's Church
(i) Members considered whether to make a donation. It was agreed that a donation would be made.
(ii) Members considered the amount of the donation. It was:
Resolved: to donate £500.00 from the Town Improvement Budget.

8.37pm Cllr R Doorbar returned to the room.

f. Budleigh Salterton Cricket Club
(i) Members considered whether to make a donation. It was agreed that a donation would be made.
(ii) Members considered the amount of the donation. It was:
Resolved: to allocate £5000.00 via S106 funds, due to the significant support that BSTC has received during the recent consultation.

26.164 Internal Auditor
It was noted that Westcotts Chartered Accountants were appointed as the Council's Independent Internal Auditor for the 2026/2027 financial year. The Internal Auditor is independent of the Council and is appointed to conduct the annual internal audit in accordance with the Council's statutory requirements.

26.165 Licensing – Market Street Service Station (T/A Morrisons): Premises Licence Extension - Licence No. PLWA1084
It was noted that a response from Budleigh Salterton Town Council objecting to the alcohol licence extension has been sent to EDDC. The Council considered that increased late-night off licence alcohol availability could contribute to anti-social behaviour, noise, littering and enforcement challenges, and requested that the application be refused.

26.166 Town Councillor Representative
Cllr Cunningham volunteered and was appointed as the Town Councillor Representative for Plastic Free Budleigh.

26.167 Town Council Community Engagement Events
Consideration was given to BSTC's participation in the following community events:
(i) **Lions Bank Holiday Monday Fair** – Monday, 31 August 2026. – It was agreed that this would be a useful event to participate in however support available on the day was limited due to the timing of the event. Cllrs Lewis, Woodman and Cunningham were available for part of the day. The Clerk will follow up on arrangements.
(ii) **Budleigh Salterton Gala Week 2027**
Members were in favour of the Council participating in a Gala Week event. The Town Clerk advised that, in addition to providing support on the day, support would be needed to assist with the planning and development of the event in the lead-up period, if any event was to go ahead.

26.168 Expenses
The Expenses and Mileage Reimbursement Procedure was received and noted formalising existing arrangements. It was noted that this procedure was developed in consultation with BSTC's Internal Auditor, Westcotts Chartered Accountants.

26.169 Local Government Reorganisation (LGR)

Approved

It was noted that a decision had been made regarding the above matter.
Under the agreed Local Government Reorganisation (LGR) arrangements, Devon's existing local government structure will be replaced by a new unitary system. The current eleven local authorities, comprising Devon County Council, the eight district councils, and the unitary authorities of Plymouth and Torbay, will cease to exist and will be replaced by four new unitary authorities.
The four new authorities will be responsible for delivering all principal council services within their respective areas. These will include services currently divided between county and district councils, such as adult and children's services, highways, waste, housing, planning, and other local government functions. The aim of the reorganisation is to simplify local government arrangements by removing the existing two-tier system and creating single councils responsible for all principal authority services.
At present, the role and responsibilities of Parish and Town Councils will remain unchanged. They will continue to represent their communities and undertake their existing local functions.
From April 2028, following the establishment of the new unitary authorities, Budleigh Salterton will receive all principal council services currently provided by Devon County Council and East Devon District Council from the newly established Exeter Unitary Council. Exeter Unitary Council will therefore become responsible for delivering those services to Budleigh Salterton residents.
The transition to the new arrangements will take place over the period leading up to April 2028, with preparatory work, including the establishment of the new authorities and arrangements for transferring services and responsibilities, taking place beforehand.

26.170 Correspondence Received

Devon County Council:

Temporary Prohibition of Traffic

- 13-14 August 2026 – Little Knowle (Wales & West) TTRO2670082
- 2-3 September 2026 – Knowle Village TTRO2671378 (permanent reinstatement of surface)

Temporary Prohibition of Traffic & Parking

- 27 July – 28 August 2026 – Moor Lane (Wales & West) TTRO2670423

Temporary Prohibition of Traffic & Parking, Suspension of one way order

- 14 September – 16 October 2026 – East Terrace & Fore Street Hill (Wales & West) TTRO2671190

Temporary Prohibition of Parking

17 – 28 September 2026

- Clarence Road (from Greenway Lane to No 39), (Wales & West) TTRO2670535
- Greenway Lane, Copp Hill Lane, Leas Road, (Wales & West) TTRO2670572

Temporary Prohibition of Pedestrians & Cyclists

- 27 July – 7 Sept 2026 – Budleigh Salterton Footpath 53 (Wales & West) TTRO2670424 (The Green, adj Station Road)

East Devon District Council
Tree Preservation Order – (NO. 26/0026/TPO)
Land NE of Deepways and SE of Evans Field, Budleigh Salterton

26.171 Any Other Business at the Chair's Discretion

Cllr Chaplin has a number of questions, which he agreed to share with the Clerk for a formal response.

Approved

Cllr S P Cook drew further attention to the ongoing concern regarding the presence of up to eight large and overflowing wheelie bins at Rockfish. The Clerk will make further representations to East Devon District Council regarding this matter.
Members of the Foreshores & Footpaths Committee enquired about a suitable date to meet with the East Devon District Council Beach Safety Officer.

26.172 Dates of Next Meetings

24th August 2026	Planning Committee
14th September 2026	Planning Committee
	Community Infrastructure Levy
	Finance Committee
28th September 2026	Planning Committee
	Town Council

There being no further business, the Meeting closed at 9.24pm.

……
Chair

……
Date

Approved