

## BUDLEIGH SALTERTON TOWN COUNCIL

**MINUTES** of the Meeting of the Town Council held in the Council Offices on Monday 29 January 2018, on the rising of the Meeting of the Planning Committee.

Meeting commenced at 7.11pm.

### **PRESENT**

Cllr T D Wright (Deputy Town Mayor)  
Cllr Mrs L D Evans  
Cllr A N Gooding  
Cllr M C Hilliar  
Cllr Mrs M L Kenneally-Stone  
Cllr C A Kitson  
Cllr C Richards  
Cllr Mrs C A Sismore-Hunt

**Clerk:** Mrs J E Vanstone

**Others Present:** One member of the public and one representative of the press

### **17.371 Public Speaking Time**

No members of the public wished to speak.

### **17.372 Apologies for Absence**

Apologies were received from the Town Mayor, Cllr A J Dent (holiday), Cllr S V Hall (working), Cllr D J Harrison (working), Cllr A L Jones and County Cllr Mrs C Channon

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

Cllr Mrs L D Evans declared a personal interest in Min 17.383 – she sits on the Budleigh in Bloom Committee.

### **17.374 Minutes**

The Minutes of the Meeting of the Town Council held on 11 December 2017 had been circulated prior to the Meeting. It was unanimously agreed they be signed as a true record.

### **17.375 Police Report**

No report had been received.

### **17.376 Chairman's Report**

The Deputy Town Mayor, Cllr T D Wright reported on behalf of The Town Mayor, Cllr A J Dent:

- After some incidents in the town, the Chamber of Commerce had asked the Town Council to look into the possibility of a CCTV system for the High Street. He, Cllr Dent, Cllr C Richards and the Clerk had met with a representative from the company which had installed the system in the Public Hall and a quotation had now been received which was in keeping with the figure previously mooted at a Town Council meeting. The cooperation of the property owners would be needed and the Chamber would be asked to liaise between the Council and owners once a quotation had been agreed.

The Clerk added that she had met with representatives from two other companies and as soon as quotations were received the information would be put before the Council.

The Deputy Town Mayor, Cllr T D Wright said that funding may be available from the Police & Crime Commissioner if the system needed to be monitored but not for the actual installation.



- Members would remember that the Environment Agency (EA) had been in touch regarding an Emergency Plan for the town. There were a few things the Town Council could do to help residents in an emergency. He explained that this was not just restricted to flooding but could be a gas explosion or serious accident with a chemical/petrol lorry. He, Cllr Dent and Cllr C A Kitson had met with the Clerk to go through the model plan supplied by EA and to start things off had agreed to send a letter to all hall managers in the town and the Churches Partnership. The letter was asking for hall information including contact names and telephone numbers, disabled facilities etc.

#### **17.377 Clerk's Report**

Mrs J E Vanstone advised she had nothing to report.

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

##### Voluntary Car Service

Cllr Mrs L D Evans reported she had attended a recent meeting and there was still a demand for drivers.

##### Chamber of Commerce

Cllr M C Hilliar reported that all was going well with the Chamber at the present time.

##### Police & Crime Panel

The Deputy Town Mayor, Cllr T D Wright advised that members may have read that the Police & Crime Commissioner wants to raise the Precept above the allowed amount and was seeking the views of the general public.

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

##### District Councillor

Cllr T D Wright reported that the new recycling service had been running since June 2017 and the workers had had to deal with huge amounts over the Christmas period. The District Council had now agreed to roll out a paid-for green waste recycling service, which would cost £48 per year for collections every two weeks.

He also advised that following plans for Seaton, Exmouth and Sidmouth, a Beach Management Plan would be created for Budleigh Salterton. The beach would be surveyed and plans drawn up later in the year.

#### **17.380 Finance Inspection**

- (i) Payment of cheques for the month of January 2018, in accordance with Appendix A, was approved.
- (ii) It was noted that the Chairman of the Finance Committee had carried out the internal finance inspection for January 2018.

#### **17.381 Audit: Financial Year 2017/18**

It was noted that David Hinchliffe has agreed to act as Internal Auditor and his anticipated fee will be £350.

#### **17.382 South West Museum Development Programme**

Consideration was given to making a contribution to the programme for Financial Year 2017/18 and it was

**Resolved:** A grant of £800 will be made, as requested.

#### **17.383 Request for Grant Aid 2018/19: Budleigh in Bloom – Watering**

Consideration was given to making a donation towards the watering.

It was agreed that before any decision could be made, the Clerk should request a copy of the Group's current accounts.



**17.384 Royal Garden Party: 5 June 2018**

Consideration was given as to which councillor's name should be put forward to enter the ballot and it was

**Resolved:** Cllr T D Wright's name should be put forward.

**17.385 Lions Club of Budleigh Salterton: Gala Week 2018 – 26 May to 3 June 2018**

(i) Consideration was given to a request for a concessionary hire charge to be applied for the hire of the Public Hall.

**Resolved:** A nominal charge of £100 will be made.

(ii) Consideration was given to a request to use The Green.

**Resolved:** Recommend approval to East Devon District Council with the condition that no cars be allowed to park on The Green.

(iii) Consideration was given to a request that bunting is to be erected across the High Street for Gala Week and will remain in situ until after the Literary Festival in September.

**Resolved:** The request was supported.

**17.386 Correspondence Received**

Budleigh Salterton Arts Centre and Museum: Letter of thanks for donation  
Devon County Council: (1) Temporary Prohibition of Traffic – Copp Hill Lane, Long Copp, Vision Hill Road, Honey Park Road Bridge Road 24 to 26 January (2) Temporary Prohibition of Traffic – Moorlands Road 26 to 30 March  
Clinton Devon Estates: Wildlife Prospectus – Space for Nature  
OVA Newsletter: January 2018  
The Clerk: January 2018  
Clerks & Councils Direct: January 2018

**17.387 Any Other Business at the Chairman's Discretion**

- Cllr Mrs L D Evans hoped members liked the new vinyl and carpet in the foyers.

- Cllr C A Kitson asked if there was any progress with the Norman Centre.

Mrs J E Vanstone advised that this matter will be on a future Town Council agenda. She had discussed the Centre with the Chairman of the Public Hall Committee and the Town Mayor who had agreed that she should get quotations for renovation as well as ideas of how much commercial rent may be obtained.

- Cllr C Richards advised that the CCLA investment was doing well and the dividend was much more than the interest on the Lloyds Bank accounts.

**17.388 Dates of Next Meetings**

Planning Committee:	12 February 2018 at 7.00pm
Community Gardens Committee:	12 February 2018 on the rising of the Planning Committee
Planning Committee:	26 February 2018 at 7.00pm
Town Council:	26 February 2018 on the rising of the Planning Committee


There being no further business, the Meeting closed at 7.40pm.

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Chairman

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Date

# BUDLEIGH SALTERTON TOWN COUNCIL

## APPENDIX A January 2017

Date of Invoice	Payee	Description	VAT Paid	Amount	Cheque Number	Voucher Number
01.01.18	East Devon District Council	10% Public Hall Rates		332.00	D/D	4556
01.01.18	East Devon District Council	10% Car Park Rates		394.00	D/D	4557
01.01.18	East Devon District Council	Norman Centre Rates		230.04	D/D	4558
14.12.17	British Gas	Norman Centre Electricity	1.96	41.35	D/D	4559
30.11.17	British Gas	Norman Centre Gas	2.77	58.32	D/D	4560
22.12.17	Biffa	Refuse Collection	24.53	147.17	D/D	4561
12.01.18	Gazprom	Gas	86.03	516.21	D/D	4562
20.12.17	Gazprom	Gas	-0.30	-6.30	D/D	4563
29.01.18	British Gas Business	Boiler maintenance	6.67	40.00	D/D	4564
28.12.18	ACS Solutions	Telephone/Internet	9.82	58.90	5115	4565
18.12.17	Budleigh Salterton Arts Centre and Museum	Grant - Raleigh 400 [Min 17.349]		1000.00	5116	4566
01.01.18	Cannon Hygiene	Hygiene units etc	110.45	662.69	5117	4567
09.12.17	Canon UK	Photocopier - Rental & charges	46.99	281.97	5118	4568
31.12.17	Complete Cleaning Services	Window cleaning	23.49	140.91	5119	4569
03.01.18	East Devon District Council	Staff Costs - Dec '17	5.42	3961.35	5120	4570
15.12.17	Chris Gatter Electrical Services	Replacement socket	7.00	42.00	5121	4571
19.01.18	H Abbotts	Grass Cutting Town Handyman		1473.00	5122	4572
22.01.18	Bagwells Ltd	Repairs to urinals Fire alarm tests	57.88	347.28	5123	4573
19.01.18	Bartlett	Replacement cooker knobs	29.62	177.72	5124	4574
16.01.18	Beaver Flooring SW Ltd	Vinyl/carpet Foyer	295.60	1773.60	5125	4575
24.01.18	East Devon District Council	Staff Costs - Jan '18	5.42	4237.92	5126	4576
29.01.18	R James	Refund of Community Gardens rent		28.33	5127	4577
29.01.18	S Moore	Bar repairs - Tiles etc		218.99	5128	4578
18.0.18	Smith of Derby	Clock Service Clock - replacement motors	222.40	1334.40	5129	4579
			<u>935.75</u>	<u>17491.85</u>		

# BUDLEIGH SALTERTON TOWN COUNCIL

## APPENDIX A November 2017

Date of Invoice	Payee	Description	VAT Paid	Amount	Cheque Number	Voucher Number
01.11.17	East Devon District Council	10% Public Hall Rates		332.00	D/D	4517
01.11.17	East Devon District Council	10% Car Park Rates		394.00	D/D	4518
15.11.17	British Gas Business	Boiler Maintenance	6.67	40.00	D/D	4519
20.10.17	Biffa	Refuse Collection	14.30	85.82	D/D	4520
13.11.17	Gazprom	Gas	0.31	6.51	D/D	4521
09.11.17	Mrs T Burne	Neighbourhood Plan - Amendments to final version		45.00	5087	4522
01.11.17	Ink:Press	Neighbourhood Plan - Printing		248.00	5088	4523
31.10.17	Chubb Fire	Fire extinguisher maintenance	51.23	307.35	5089	4524
10.11.17	C Gatter Electrical Services	Repairs to stage light	8.60	51.60	5090	4525
13.11.17	St Peter's PTA	Donation - Santa's Grotto [Min 17.252]		150.00	5091	4526
03.11.17	Mrs J E Vanstone	Christmas Lights	51.57	309.48	5092	4527
27.11.17	Cash	Petty Cash		100.00	5093	4528
27.11.17	S Andrews	Deposit Repayment HA F85 3.11.17		250.00	5094	4529
16.11.17	Bagwells Ltd	Fire Alarm and PAT Testing	55.80	334.80	5095	4530
23.11.17	Bartlett	Oven thermostat	33.17	199.02	5096	4531
14.11.17	Edge IT Systems Ltd	Finance/Hall IT Software	153.54	921.24	5097	4532
27.11.17	S Moore	Paint and filler for railings		51.98	5098	4533
21.11.17	OCS Group UK Ltd	Toilet Rolls	14.00	84.00	5099	4534
16.11.17	The Oven Valet Company Ltd	Extractor fan clean	48.00	288.00	5100	4535
21.11.17	Reflections	Christmas Cards	35.83	215.00	5101	4536
17.11.17	South West Water	Community Gardens - water Public Hall - water/sewerage		442.09	5102	4537
27.11.17	Mrs J E Vanstone	Christmas lights and extension		58.94	5103	4538
				473.02	4914.83	

