

**BUDLEIGH SALTERTON TOWN COUNCIL**

**MINUTES** of the Meeting of the Town Council held in the Council Offices on Monday 26 March 2018, on the rising of the Meeting of the Planning Committee.

Meeting commenced at 7.10pm.

**PRESENT**

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

**Clerk:** Mrs J E Vanstone

**17.450 Public Speaking Time**

No members of the public were present.

**17.451 Apologies for Absence**

Apologies were received from County Cllr Mrs C Channon.

**17.452 Declarations of Interests in Items on the Agenda**

No interests were declared.

**17.453 Minutes**

The Minutes of the Meeting of the Town Council held on 26 February 2018 had been circulated prior to the Meeting. It was unanimously agreed they be signed as a true record.

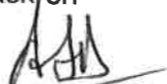
**17.454 Police Report**

No report had been received.

**17.455 Chairman's Report**

The Town Mayor, Cllr A J Dent reported:

- The main recent event had been the snow! He hoped he had kept everyone updated by forwarding messages received from East Devon District Council (EDDC).
- He and the Clerk had met with Leigh Rix from Clinton Devon Estates (CDE). They had looked at the railings in Fore Street and the wall on Exmouth Road by the Pretty Corner bus stop. Mr Rix had said it may be possible to put a path behind the wall to enable better access to the bus stop. They had also visited Oak Barn. Cllr Dent said it had been an interesting meeting and the Council needed to have a good working relationship with CDE.
- The Foreshore Walk had eventually taken place on 15 March.
- Sadly, the EDDC Civic Service had been cancelled following the snowfall the previous weekend.
- He and the Clerk had attended a recent meeting of the Otter to Exe Group. The main discussion had been on ditches and flooding. He had given it a lot of thought and was happy there were no ditches in the parish! Flooding however was more of a concern and he said the Council needed to crack on with its Emergency Plan.

  
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- The FAB project was on hold but the Project Manager, Chris Jenner, had confirmed the project would still go ahead. As and when more information was received, he would pass it on.
- He would be attending Shandford later in the week to see Sarah Thorpe who would be celebrating her 100<sup>th</sup> birthday.
- On Saturday he would be attending the Carnival Jumble Sale which was being held to raise funds for this year's event.
- Following that, he would be going to the Lime Kiln Car Park to present an award at the Otter Valley Association annual estuary litter pick.
- He asked that Committee Chairmen forward their Annual Town Meeting reports to the Clerk well before the meeting as this would help with her minute-writing!

Cllr C A Kitson thanked Cllr Dent for the various updates during recent snow conditions. He had enjoyed reading them whilst in Lanzarote!

Cllr C Richards remarked that when improvements had been carried out to the fire escape at Shandford, a rail had been put in front of the fire exit. The rail was still in situ even though the work had concluded and he asked Cllr Dent to remind Shandford's managers about this!

#### **17.456 Clerk's Report**

Mrs J E Vanstone reported:

- The agenda for the Annual Parish Meeting was in Members' folders.
- She had heard from Gilbert Stephens. There was still no conclusion to Jubilee Shelter lease – it would appear Every's Solicitors were the cause of hold-up (again!).
- She had received details of the amended EDDC Street Trading Policy and would forward information to all Members if necessary.
- She updated Members on the Norman Centre refurbishment. She had met with the Town Mayor and Cllr Mrs L D Evans to discuss what work was actually needed and asked builders to supply amended quotations. Once these were received she would put the information to the Public Hall Committee for discussion. She advised she had also applied to the Norman Family Charitable Trust for a grant to assist with "kitting out" the Centre once work was completed. She would update Members as and when more information became available.

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

##### Exmouth & District Community Transport Group

Cllr Mrs L D Evans advised she had recently attended the Group's AGM. She was pleased to report that the Group was doing well and had actually made a profit during the previous financial year. This was because the Group was no longer doing children's school runs. The group had handed the Hub Bus to Westbank – they had had a "bit of stick" about this, but as the Bus was no longer the Group's responsibility there was little they could do.

The Group had purchased a new Ford which would be up and running imminently and a new Mercedes was on order.

The Town Mayor added that Westbank were trying to sort out the issue with the Hub Bus as quickly as possible.

##### Lower Otter Restoration Project

The Deputy Town Mayor, Cllr T D Wright advised that no meetings had been held since last September as the engineer's report was still awaited. He had called a meeting in May and would report to the Town Council after that time.



## 17.458 Reports of County and District Councillors

### District Councillors

Cllr A J Dent reported:

- There had been a revision to the National Planning Policy Framework and the changes were out for consultation at the present time. He said one of the main changes was that developers were going to have to declare right at that the outset whether the project was viable, rather than wait until it was too late and were unable to continue.
- He added that another issue was the lack of affordable land. He would be attending a meeting at CDE on sustainable housing and would raise that issue.
- The Scrutiny Committee had discussed the resurfacing of the Exmouth Pavilion Car Park. He said that the car park was a paying car park, but the parking machine was not working. Plans had been submitted so that people attending the Pavilion would be refunded their parking fee if they spent over a certain amount in the Pavilion. This was a year-long trial and Scrutiny members felt it should be a permanent arrangement.
- All Members would be aware of the appalling Broadband speeds around the county. Residents of Talaton had banded together and found a company which could provide broadband via radio links. This had proven very successful and Cllr Dent thought it would be used elsewhere around the district and county. He said the best locations were church spires and hoped the Diocese would be amenable to this idea if approached by residents in the future.
- Exmouth Town Hall was now up and running and good savings were to be made with IT under Strata. There were constant reminders about remembering to back up. Blackdown House in Honiton would be up and running soon. He was asked what services were at Exmouth and he advised that the Benefits & Housing Department was there as well as some Planning Officers. He said that if a big Exmouth planning application was to be discussed at DMC, the meeting would be held there.

Cllr T D Wright reported:

- A new telephone system was being introduced at the EDDC offices. There had been a bit of a delay as it had coincided with orders for new green waste bins! He said that in future officer direct dial numbers would be available on request.
- A review of all public conveniences was commencing. Every town that has a big car park should have public conveniences nearby.

Cllr S V Hall reported:

- He had met with the Heads of Legal and Licensing regarding the new Street Trading Policy and the number of concerns from both officers and applicants. He said that there were a number of leading events across the district which could have been cancelled because of costs but a solution had been agreed. Event charges had been scrapped but EDDC would still insist on an application being submitted in order to keep control and no problems with other outlets in towns should be encountered. The new system also allowed for late changes to applications.
- A site in Queens Drive, Exmouth had been nominated for pop-up events. The District Council had applied for a Temporary Event Notice (TEN) themselves with events going on up to 11pm every night. The Environmental Health Department had objected so the application would now be discussed by Licensing.



**17.459 Finance Inspection**

- (i) Payment of cheques for the month of March 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 March 2018.

**17.460 Exmouth Neighbourhood Plan: Pre-Submission Consultation Draft**

The draft Neighbourhood Plan was received and considered. It was

**Resolved:** No formal response will be made, however the Plan team should be congratulated for producing a good document.

**17.461 Grass Cutting**

It was noted that M J Lynch had agreed to carry out the grass cutting at the various, previously agreed, locations around the town at the same cost as 2017.

**17.462 Correspondence Received**

Budleigh in Bloom: Letter of thanks for donation

Devon County Council: Temporary Traffic Order – Salting Hill, Coastguard Hill and Marine Parade – 27 May 2018

Exmouth & District Community Transport Group: Annual Accounts for year ending 31.3.17

The Clerk: March 2018

Clerks & Councils Direct: March 2018

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

- Cllr C A Kitson asked about progress replacing the Deputy's Chain of Office. The Clerk advised that a replacement was proving to be quite expensive and it was agreed that a ribbon might be a better option.

- Cllr A L Jones asked for an update on the High Street CCTV system. The Town Mayor advised that two quotations had been received so far, both with very different ideas. A third quotation was awaited and once received, the suggestions will be discussed by the Town Council.

- Cllr Kitson wondered if EDDC had considered purchasing houses which were for sale rather than building new homes.

The Deputy Town Mayor advised that this had already happened but it was in fact cheaper to build new if the land was available.

- Cllr Jones suggested EDDC thought about pre-fabricated homes.

**17.464 Dates of Next Meetings**

Annual Town Meeting:	3 April 2018 at 7.00pm (to be held in the Public Hall)
Planning Committee:	9 April 2018 at 7.00pm
Finance Committee:	9 April 2018 on the rising of the Planning Committee
Planning Committee:	23 April 2018 at 7.00pm
Town Council:	23 April 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



13.04.2018

## BUDLEIGH SALTERTON TOWN COUNCIL

### APPENDIX A February 2018

Date of Invoice	Payee	Description	VAT Paid	Amount	Cheque Number	Voucher Number
15.02.18	British Gas	Boiler maintenance	7.67	46.03	D/D	4580
19.01.18	Biffa	Refuse collection	17.63	105.77	D/D	4581
13.02.18	Gazprom	Gas	35.97	215.79	D/D	4582
04.12.17	ACS Solutions Ltd	Telephone/Internet	20.13	120.79	5130	4583
28.01.18	Mrs J Meredith	Cleaning Dec '17 & Jan '18		169.50	5131	4584
26.02.18	British Gas Business	Cancelled direct debit	-6.67	-40.00		4585
26.02.18	ACS Solutions Ltd	Cancelled cheque	-10.10	-60.59	5104	4586
26.02.18	Cash	Petty cash		100.00	5132	4587
26.02.18	A J Dent	Chairman's Allowance		750.00	5133	4588
02.02.18	Bristol City Council	Donation - SW Mus Dev [Min 17.382]		800.00	5134	4589
21.02.18	Canon UK	Photocopier rental	34.34	206.06	5135	4590
23.02.18	Complete Cleaning Services	Window cleaning	23.49	140.91	5136	4591
22.02.18	East Devon District Council	Staff Costs Feb '18	5.42	4453.59	5137	4592
23.02.18	National Allotment Society	Membership	11.00	66.00	5138	4593
26.02.18	Mrs J E Vanstone	Community Gardens - Replacement water butt and taps		52.94	5139	4594
26.02.18	Mrs K Weir	Deposit Repayment HA G18 03.02.18		24.00	5140	4595
			<u>138.88</u>	<u>7150.79</u>		



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### APPENDIX A March 2018

Date of Invoice	Payee	Description	VAT Paid	Amount	Cheque Number	Voucher Number
15.03.18	British Gas	Boiler maintenance	7.67	46.01	D/D	4596
01.03.18	British Gas	Norman Centre - Gas	9.71	203.94	D/D	4597
08.03.18	British Gas	Public Hall - Electricity	137.05	792.32	D/D	4598
23.02.18	Biffa	Refuse Collection	21.20	127.22	D/D	4599
13.03.18	Gazprom	Public Hall - Gas	39.67	238.02	D/D	4600
26.03.18	The Salterton Arms Ltd	Cancelled Cheque		-75.00	5112	4601
26.03.18	E Fergusson	(Replacement Cheque) Breakfast for Christmas lights volunteers [Min 17.314]		75.00	5141	4602
27.02.18	ACS Solutions Ltd	Telephone/Internet	10.02	60.13	5142	4603
23.03.18	East Devon District Council	Staff Costs - March '18	5.42	3984.28	5143	4604
01.03.18	E.on	Electricity - Christmas lights	2.89	60.72	5144	4605
28.02.18	Gilbert Stephens LLP	Jubilee Shelter legal costs	82.08	492.48	5145	4606
26.03.18	S Moore	Car Park - Cleaning Community Gardens - downpipe Office bell Handyman - C. Gardens work Handyman - Shelter cleaning		163.00	5146	4607
21.02.18	South West Water	Community Gardens - water Public Hall - water/sewerage		313.51	5147	4608
			<u>315.71</u>	<u>6481.63</u>		

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