

## BUDLEIGH SALTERTON TOWN COUNCIL

MINUTES of the Meeting of the Town Council held in the Council Offices on Monday 23 April 2018, on the rising of the Meeting of the Planning Committee.

Meeting commenced at 7.16pm.

### PRESENT

Cllr A J Dent (Town Mayor)  
Cllr T D Wright (Deputy Town Mayor)  
Cllr Mrs L D Evans  
Cllr A N Gooding  
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

**Others Present:** County Cllr Mrs C Channon and two members of the public

### 17.498 Public Speaking Time

No members of the public wished to speak.

### 17.499 Apologies for Absence

Apologies were received from Cllr M C Hilliar (holiday).

### 17.500 Declarations of Interests in Items on the Agenda

No interests were declared.

### 17.501 Minutes

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

### 17.502 Reports of Committees

- (i) The Minutes of the Meeting of the Foreshore & Footpaths Committee held on 26 March 2018 were noted.
- (ii) The Minutes of the Meeting of the Finance Committee held on 9 April 2018 were noted.

The Deputy Town Mayor, Cllr T D Wright commented that since the Foreshore Walk, the East Devon District Council (EDDC) operative who cleans in the town had swept the path to Donkeys Turn. He had done a splendid job and the Clerk was asked to pass these comments on to EDDC.

### 17.503 Police Report

No report had been received.

Cllr C A Kitson asked if this item should be deleted from future agendas.

The Deputy Town Mayor said that PCSOs were expected to attend meetings if they are able. He added that whilst it was good to have a Police Report, he would rather the officers were on the beat.

#### 17.504 Chairman's Report

The Town Mayor, Cllr A J Dent reported:

- He had attended Shandford to celebrate the 100<sup>th</sup> birthday of one of its residents, Sarah Thorpe.
- He had presented the prizes at the annual Otter Valley Association Estuary litter pick.
- He had attended an Easter Jumble Sale and was very pleased to learn over £900 had been raised for the Carnival and Carnival Club.
- Easter weekend had also seen the opening of a new business in the town. He wished Ditsy Blooms all the best.
- He had attended the Fairlynch AGM.
- He had been to a recent meeting where a Budleigh district website was being set up to join up all local websites.
- He had hosted the annual Mayor's Reception. He had had an enjoyable evening and hoped everyone else had enjoyed themselves.
- Age Concern had held an open morning to encourage some new clients. He explained that one of problems was that social care patients had been attending but the County funding had dried up and numbers were down.
- He, the Deputy Town Mayor and Cllr S V Hall had attended the Lions Annual Charter night.
- He had attended a ceremony in Exmouth in which Richard Sandford had posthumously been awarded the Victoria Cross. He said it had been a very moving ceremony and he congratulated all involved.
- He reminded Councillors that forms applying for the position of Deputy Town Mayor should be returned to the Clerk by 4 May.

#### 17.505 Clerk's Report

Mrs J E Vanstone reported:

- She updated Members on the situation with the Ladies' toilets. She explained that the floor was up in the first two cubicles and a dehumidifier running to dry out the area. A contractor appointed by the insurance company would be contacting her. She assured Members she would keep them informed of progress.
- She explained that because of the problems with the Hall toilets, work on the Norman Centre renovations would have to be scaled back. It had been agreed that quotations should be sought for a replacement boiler and kitchen and she hoped these would be received soon so work could commence.
- Members may be aware of new Data Protection Regulations which come into force on 25 May 2018. She explained there was a lot of information to take in but initially some changes would have to be made to the way information was passed on and stored in the office.
- Whilst collating information for the new Councillors she had discovered a more up to date list of Parish Council Powers and Duties and would forward a copy to all Members. The Good Councillors Guide was out of date as well and she would order new copies from the Devon Association of Local Councils.
- She had updated the Council's Standing Orders and these would be on a future agenda for approval along with updated Financial Regulations and a new Data Protection Policy.

#### 17.506 Reports of Council Representatives on Other Bodies

##### Exmouth & District Community Transport Group

Cllr L D Evans advised that the Transport Group would be the recipient of Tesco blue token collections. She asked that everyone voted for the Group – shoppers would have to ask for tokens. All funds raised would go to the purchase of a tail lift for the new vehicle.

Exmouth Local Action Group

The Deputy Town Mayor advised he had missed the last two Group meetings and would be looking for someone to take over his place.

**17.507 Reports of County and District Councillors**

County Councillor

County Cllr Mrs C Channon reported:

- Since the snowfall in March she had noticed a marked deterioration of the road surface in West Hill and had flagged this up with the local Highway Neighbourhood Officer.
- She was pleased that the hedge on Chapel Hill had been cut back. She would write to Highway Neighbourhood Officers (Emma Stamp and Richard Elliott) to thank them for their assistance.
- She had some concerns about the Hospital Hub and had had two altercations with Westbank, the group running the facility!
  - The Hub bus was not being used properly. There was apparently a problem with insurance which she understood had now been sorted. She was still of the opinion that the transport was not working in the way it ought to be.
  - The website was not satisfactory. The manager had created a good website, but it was now part of the main Westbank website and as such was not being accessed by local people. She felt it was vital that, whilst the Hub was under Westbank for management reasons, local users needed to be able to have easy access to information. She thought this was probably why social care patients were not being sent there. She said it needed a better linking of communication and Westbank needed to sort this out.
  - She encouraged as many people as possible to go along to the official opening on 4 May. She said there would be plenty to see and look at.
- She had been without a landline since the previous week and now had been able to direct all calls to her mobile. She had heard of other people in the town who had had a similar problem and would like to hear from anyone else who had been cut off. BT Openreach were "on the case" and hoped the problem would be repaired soon.

Cllr C A Kitson said he was sad that Rob Jones was leaving The Hub. Cllr Kitson also advised that the 30mph sign on West Hill did not appear to be working.

Cllr Mrs Channon said she had seen the sign working recently but would keep an eye on it.

Cllr A J Dent wondered if Age Concern was a registered user for the Devon Card system.

District Councillors

Cllr T D Wright reported:

- A new leader had been appointed at East Devon District Council which may bring some changes, only time would tell.
- He had been a part of the Sidmouth Beach Management Plan. The Plan was looking at ways to stop flooding from over-topping as well as cliff erosion.
- The Police & Crime Commissioner had amended her policy for funding for CCTV systems which meant there was now funding for cameras etc. Advice was also available which might prove useful with the installation of the High Street system.

Cllr A J Dent had nothing to report on District matters.

**17.508 Finance Inspection**

- (i) Payment of cheques for the month of April 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 April 2018

### **17.509 Councillor Vacancy**

It was noted that Roger Sherriff is to be co-opted on to the Town Council following the interviews held on 16 April 2018.

### **17.510 Norman Centre**

Consideration was given to delegating power to agree the necessary refurbishment work at the Norman Centre to the Town Mayor, the Deputy Town Mayor, the Chairman of the Finance Committee, the Chairman of the Public Hall Committee and the Clerk.

The Town Mayor advised that the Clerk had gone back to contractors with a much-reduced specification and the total spend would be substantially less than the approved £40000 budget.

Cllr C Richards advised that the reason for this reduction was the problem in the ladies' cloakrooms.

It was

**Resolved:** Power is to be delegated to the Clerk and the above-mentioned Councillors. The Clerk will forward regular updates to Members.

### **17.511 Accounts 2017/18**

It was agreed that the Annual Governance Statement, which forms part of the Annual Return, be completed.

### **17.512 Town Improvement Fund**

The decisions made by the TIF Group for the following projects were ratified:

- (i) The replacement of two windows in the Jubilee Shelter (£1230)
- (ii) The redecoration of the Jubilee Shelter (£1510)

The Clerk will speak to the Longboat Café operator to inform them when the work will be carried out.

### **17.513 Town Mayor and Deputy Town Mayor's Regalia**

Consideration was given to the colour of the ribbon for the regalia. It was

**Resolved:** Two ribbons will be purchased at a cost of approximately £120. The colour will be Royal Blue.

### **17.514 Correspondence Received**

Budleigh Salterton Football Club: letter of thanks for donation

East Devon District Council: Daily Wag 2<sup>nd</sup> Edition

The Primrose: Spring 2018

Otter Valley Association Newsletter: Spring 2018

### **17.515 Retiring Chairman's Remarks**

The Town Mayor said this would be his last meeting as the next meeting was really the incoming Town Mayor's meeting.

At his inauguration he had said that he believed the Council's job was to ensure that we have a thriving and successful town for all ages both now and in the future. And he still believed that.

As Chairman of the Council his task was to encourage open discussion and get all views, however varied they might be. By welcoming Members to speak their minds he hoped he had got the best blend of ideas for the town. He had not seen himself as the 'boss' but simply the person who gathered ideas together to achieve consensus.

His own mantra had been 'respect the past, live in the present, plan for the future' and if those three aspects were kept in the forefront of everyone's minds we won't go far wrong.

He thanked all Members who had been a team which did pull together and had made his year both a privilege and pleasure. Special thanks to the Clerk and her assistant

who provided the essential administrative backup and additionally for the Clerk who had kept him in line on the rules and protocols that the Council was required to follow.

He concluded by saying that at the next Town Council meeting Cllr T D Wright would take on the mantle of leadership and he wished him both a happy and successful year.

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


- Cllr Mrs M L Kenneally-Stone commented that the Longboat Café had not put the tables and chairs out on the grass and wondered if there was a reason for this.


The Deputy Town Mayor, Cllr T D Wright advised they were still allowed to and thought that as demand picked up they would put them out.

**17.517 Dates of Next Meetings**

Annual Meeting of the Town Council:	14 May 2018 at 7.00pm
Planning Committee:	14 May 2018 on the rising of the Town Council
Planning Committee:	21 May 2018 at 7.00pm
Town Council:	21 May 2018 on the rising of the Planning Committee

There being no further business, the Meeting closed at 7.54pm.

  
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Chairman

  
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Date

# BUDLEIGH SALTERTON TOWN COUNCIL

## APPENDIX A

April 2018

Date of Invoice	Payee	Description	VAT Paid	Amount	Cheque Number	Voucher Number
01.04.18	East Devon District Council	10% Public Hall Rates		312.00	D/D	4609
01.04.18	East Devon District Council	10% Car Park Rates		414.00	D/D	4610
14.03.18	British Gas	Norman Centre - Electricity	2.36	49.59	D/D	4611
13.04.18	Gazprom	Public Hall - Gas	48.67	292.02	D/D	4612
30.03.18	Biffa	Refuse collection	17.88	107.28	D/D	4613
09.04.18	Budleigh Salterton Football Club	Donation - Additional flood lighting [Min 17.431]		500.00	5148	4614
09.04.18	Lions Club of Budleigh Salterton	Cycle Competition Sponsorship [Min 17.253]		150.00	5149	4615
09.04.18	S Moore	Batteries and Paint		37.80	5150	4616
26.03.18	ACS Solutions Ltd	Telephone/Internet	9.85	59.11	5151	4617
04.04.18	British Gas Business	Replacement Boiler Flue	62.34	374.03	5152	4618
31.03.18	Mrs J Meredith	Cleaning Feb & Mar '18		319.50	5153	4619
23.04.18	Cash	Petty Cash		100.00	5154	4620
01.04.18	Cannon Hygiene	Hygiene units etc	117.45	704.69	5155	4621
01.04.18	DALC	Annual Membership	96.73	826.88	5156	4622
14.04.18	DCS	Stationery	11.59	69.56	5157	4623
20.04.18	Doc 4 Locks	Norman Centre - Replacement lock & keys		87.50	5158	4624
23.04.18	Exmouth & District Community Transport Group	Grant - Ring & Ride [Min 17.430]		714.29	5159	4625
16.04.18	R L Pollard	Call out re water leak	7.40	44.40	5160	4626
			<u>374.27</u>	<u>5162.65</u>		

