

BUDLEIGH SALTERTON TOWN COUNCIL

MINUTES of the Meeting of the Town Council held in the Council Offices on Monday 25 June 2018, on the rising of the Meeting of the Planning Committee.

Meeting commenced at 7.29pm.

PRESENT

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

Clerk: Mrs J E Vanstone

Others Present: County Cllr Mrs C Channon, one member of the public and one representative of the press

PART A

18.078 Public Speaking Time

No members of the public wished to speak.

18.079 Apologies for Absence

Apologies were received from Cllr Mrs L D Evans (broken foot).

18.080 Declarations of Interests in Items on the Agenda

Cllr M C Hilliar declared a personal interest in both Min 18.089 and Min 18.090 – he is the Chairman of both groups.

18.081 Minutes

The Minutes of the Meeting of the Town Council held on 21 May 2018 had been circulated prior to the Meeting. It was unanimously agreed they be signed as a true record.

18.082 Report of Committee

The Minutes of the following Meetings were noted:

- (i) The Meeting of the Public Hall Committee held on 11 June 2018
- (ii) The inaugural Meeting of the Neighbourhood Plan Committee held on 14 June 2018

18.083 Police Report

No report had been received.

The Town Mayor, Cllr T D Wright added that he had written to the office of the Police & Crime Commissioner about this issue and would be covering it further in his Council Representatives report.



18.084 Chairman's Report

The Town Mayor, Cllr T D Wright reported the last month had been very busy but enjoyable.

- Gala Week had been a great success and praise must go once again to the Lions Club of Budleigh Salterton and Geoff Paver. The whole town and visitors joined in with events. He had made a few new and lost many old friends through judging the various competitions! The children's art competition on the first Sunday had shown what a great deal of talent lay in the town and the pebble art was also of the usual high standard. Moving the children's cycle competition to the second Saturday was an improvement with more taking part. He said that Gala Week set the tone for the summer and it could not have got off to a better start, thanks again to the Lions.
- On the bank holiday Monday Fairlynch museum had launched its Raleigh 400 commemoration and had welcomed the Lord Lieutenant of Devon and Lord and Lady Clinton to the opening. The period dancing and fancy dress of museum committee members was superb. He did not know if they had yet managed to prise Michael Downes out of his Sir Walter outfit – he had seemed to enjoy it just a little too much!!
- On Wednesday 13 June he had attended the installation of the new vicar at St Peter's, Martin Jacques, who was clearly very pleased to have secured the position and he was sure he would prove to be a very good choice. He added that his wife Louise was a professor of medicine at Exeter University.
- On 16 June he had presented the match ball at Budleigh Salterton Cricket Club. He said although the club was not in Budleigh it did a great job in encouraging local young people of all ages, both boys and girls, to get into sport. He was sorry to report that Budleigh Salterton had lost by 66 runs.
- The Civic Service was to be held on Sunday 22 July and sadly the Deputy Town Mayor, Cllr S V Hall was unable to attend. He asked if another member of the Council would like to read a lesson. Cllr Mrs C A Sismore-Hunt said she would.

18.085 Clerk's Report

Mrs J E Vanstone reported:

- She had received a letter regarding an incident on the seafront when a dog, not a lead, had knocked over a gentleman who had been walking his dog. She had contacted East Devon District Council (EDDC) to see if some better signage could be installed.

The Town Mayor, Cllr T D Wright added that the "Dogs on Leads" signs had been repainted, but he thought it was locals who were ignoring the signs. Fouling was a problem as well and he had spoken to the dog warden who would be sending an officer to raise awareness of the problems.

Cllr Mrs C A Sismore-Hunt asked if it was possible to have signage on the river walk as loose dogs were a problem here too.

- Work on the Norman Centre was due to start soon – she had met with the builder and she was hopeful it would be finished before Imperial Productions hired the Hall and Centre in July.
- She updated Members on the ladies' toilets. She said the end cubicle still needed to dry out but hoped the treatment/reinstatement work would start soon.

Cllr C A Kitson asked when the work to the Jubilee Shelter would start. Mrs Vanstone said she would chase the builder.

- Mrs Vanstone then advised that the Lease for the Jubilee Shelter had still not been received! The Council's solicitor had been asked to chase East Devon District Council as to its whereabouts.



18.086 Reports of Council Representatives on Other Bodies

Exmouth Local Action Group

The Town Mayor, Cllr T D Wright reported he had attended a recent meeting of the Exmouth LAG.

- He had pointed out that the local PCSO no longer attended Town Council meetings and, to some extent, he agreed that Officers might be better employed doing something else rather than sitting in a meeting. However, he did complain that the Council was no longer receiving crime reports and had been told by the senior police officer present that this practice was no longer policy. He thought this was a mistake as Members were in constant contact with the community and if made aware of crimes occurring might know something that might help and as importantly, or even more importantly, could warn residents who may be at risk.

He had written to the Police & Crime Commissioner's office (PCC) asking if this was policy, as he understood some areas do still get reports. The PCC was striving to create a connected police service and in the absence of a PCSO it seemed to him that local councils should form a major role in that connectivity. He would inform Members when he had received a response.

- There had been an increase in thefts of purses from elderly people (from handbags) and this was possibly in charity shops due to a lack of CCTV systems in these shops. A leaflet had been produced warning of this problem and lanyards, which attached handbags to purses, had been distributed to charity shops. He would give a poster to the Clerk for display on the notice board and would also let her have any spare lanyards.

Budleigh Salterton Voluntary Car Service

The Deputy Town Mayor, Cllr S V Hall had attended the 25th AGM of the Service on behalf of Cllr Mrs L D Evans. He said a recruitment drive and leaflet drop had taken place to encourage more drivers but regrettably this had received no response. He said two drivers were unavailable due to injuries and the service was having to turn work away; the number of trips was down on previous years.

He explained that a similar service in Honiton was also struggling due to lack of drivers.

The Hub Bus had had an impact on the situation but was now helping with the demand from residents

The service would be holding a coffee morning to raise awareness and had members posted outside The Hub asking visitors how they had got there.

18.087 Reports of County and District Councillors

County Councillor

Cllr Mrs C Channon reported:

- She had seen an advertisement in the Journal for a road closure in Knowle and had been a bit taken aback as it was not long since that road had been resurfaced. He had contacted the Head of Highways who had advised that when the work had been carried out it was not up to standard and so the contractor was having to come back and do the repairs. With Moor Lane closed at the same time, the area might become congested.
- She had received comments about Another Man's Treasure in the High Street specifically the tables and chairs on the pavement. She had asked the shop owners whether they had a licence to run a pavement café and they did not have one! She was unsure about the Environmental Health aspect and did not want to see a business closed but they did need to be properly licenced. The owner had mentioned the curtilage outside and Cllr Mrs Channon had pointed out there was a difference between selling tables and having tables and chairs set up for the serving of food! She thought there might be insurance implications too and had advised the owner of this.

The Town Mayor, Cllr T D Wright advised he had contacted EDDC Environmental Health department who had visited the shop and issued various notices which must be complied with within three months.

The Deputy Town Mayor, Cllr S V Hall said the Planning Enforcement Officer had visited the premises and advised that Change of Use must be applied for.

Cllr A L Jones asked if there was a minimum distance on a pavement which must be left clear.

Cllr R G Sherriff wondered whether they should cease operating as a café until such time as the shop was compliant.

Cllr Wright said he wanted to encourage small businesses and felt they should be given the opportunity to get the necessary licences/approvals in place.

District Councillors

Cllr A J Dent reported:

- The issue of homelessness in the District was increasing and, because of previous decreases, the Council had got rid of bed & breakfast places. This was a complex subject which would be discussed at length at future meetings.
- At the Development Management Meeting on 3 July, the application to develop Goodmores Farm (off Dinan Way) would be discussed. He said the application for 350 houses was a sensitive issue and had been rumbling on for some time.

Cllr T D Wright reported:

- There was, potentially, very good news about the skate park. EDDC engineers had inspected the park at Lime Kiln Car Park and would be recommending that it was not just refurbished but totally rebuilt; they would be seeking funding for that project in the next financial year. Their case was that the park had stood up well, was well used and valued but it would be financially much more sensible to build it from concrete so that it would last longer and be cheaper of the medium term. It would be of similar construction to the skate park being built in Phear Park, Exmouth. The Section 106 money that had been earmarked for the park could also be used to provide a really great facility for the town's young people. It was very pleasing to note that the skate park did not suffer from the vandalism that some do.
- On 15 June he had attended the Police & Crime Panel (PCP). There were two main topics on the agenda:
 - Firstly, ACC Paul Davis had outlined the plans going forward for neighbourhood policing. The intention was to continue the model of neighbourhood policing with Beat Managers. As a result of the improved funding situation (due to the £12 per year increase in the precept for policing) it had been decided to hold PCSO numbers at 200 until the next comprehensive funding review; the plan had been to reduce the number to 150. The force was facing different challenges including cybercrime, increased demand to deal with domestic and sexual offences and to provide more armed officers. They were also keen to provide a timelier response to urgent calls. The new plan would involve a detailed analysis of the area so that resources are deployed where they are most needed, deprivation and rurality will be factors taken into account.
 - The other main topic was the proposed merger with Dorset Police. The current sharing of services had produced significant savings and the feeling was that a full merger would produce greater savings and also improve the service.



There was a strict timetable and the proposal must reach the Home Office by mid-October 2018 so that if minded to support the proposal, the Home Office could follow the process to get the matter decided. The latest date that the order could be signed by Parliament was early November 2019 to allow for the election of the new commissioner in May 2010. He explained there would be a consultation and the PCP would be having an extra meeting in August to discuss the proposals.

18.088 Finance Inspection

- (i) The payment of cheques for the month of June 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 June 2018.

18.089 Request for Grant Aid 2018/19: Budleigh Salterton Chamber of Commerce

- (i) Consideration was given as to whether to make a donation towards the Christmas Lights.
Resolved: A donation will be made.
- (ii) Consideration was then given to the amount of the donation.
Resolved: A donation of £500 will be made.

18.090 Request for Grant Aid 2018/19: Budleigh Salterton Carnival

- (i) Consideration was given as to whether to make a donation towards the Carnival.
Resolved: A donation will be made.
- (ii) Consideration was then given to the amount of the donation.
Resolved: A donation of £250 will be made.

18.091 Budleigh in Bloom

A letter from the Chairman of the Group regarding the large bed on The Green was received and considered. It was

Resolved: The bed should be removed in its entirety including the two palm-like trees as it was agreed, if left, these may cause a problem when the District Council staff are cutting the grass.

18.092 Community Infrastructure Levy

Correspondence from East Devon District Council regarding this Council's potential use of CIL monies in the parish was received and considered. It was

Resolved: A Town Council Committee should be formed to oversee this funding and an item will be placed on the next agenda to agree the terms of reference etc.

18.093 East Devon District Council: Standards Committee – Council Representative

Correspondence from East Devon District Council regarding the appointment of a Council member to the District Council's Standards Committee was received and consideration was given to recommending a Town Council representative to sit on the Committee. Cllr A L Jones said he would be interested in this position.

Resolved: Cllr A L Jones name will be forwarded to relevant officer at EDDC.

18.094 East Devon District Council: Review of Polling Districts, Polling Places and Polling Stations

Correspondence regarding the Consultation Document was received and it was agreed that no response was necessary. All agreed that the changes were necessary to take into account the ward boundary changes.

18.095 Erection of Advertising Banner

A request from Imperial Productions to hang a banner across the High Street from 21 to 29 July 2018 was received and approved.



18.096 Correspondence Received

Lions Club of Budleigh Salterton: Update on Gala Week 2018

East Devon District Council:

- Update on Budleigh Salterton Skate Park
- GDPR information

Devon County Council:

- Temporary Prohibition of Traffic Notice – Moor Lane; 18.6.18-13.7.18
- Temporary Prohibition of Traffic Notice – Knowle Village; 25.6.18-29.6.18
- Temporary Prohibition of Traffic Notice – Knowle Village; 25.7.18-22.8.18
- Temporary Prohibition of Traffic Notice – Knowle Village; 10.9.18-14.9.18
- Temporary Prohibition of Traffic Notice – Granary Lane; 11.9.18-13.9.18

South West Museum Development Programme: Annual Review 2016/17

Seafarers UK: Merchant Navy Day – 3.9.18

18.097 Any Other Business at the Chairman's Discretion

- Cllr Mrs M L Kenneally-Stone commented that the rail ends for the steps up from the Gentlemen's Club were still missing.

The Clerk will raise that with EDDC.

- Cllr Mrs Kenneally-Stone also reported that the School's PTFA wanted to be more involved in the community and wondered if it was possible to bring school events into the town.
- Cllr A J Dent advised he would be unable to attend the site visit at Meadow Close as he would be attending the funeral of Dist Cllr A Moulding's son who had recently passed away. He also passed on his apologies for the next meeting.
- Cllr M C Hilliar thanked Members for the generous donations to the Chamber of Commerce and the Carnival – both would be very welcome.
- Cllr C A Kitson asked if there was any progress regarding the installation of a water fountain at the Lime Kiln Car Park.

The Clerk will send a reminder to the relevant EDDC officer.

- Cllr Mrs C A Sismore-Hunt said she had been visiting Sidmouth and had seen a policeman on duty walking around the town - visitors and residents were pleased to see him!
- There was also a comment about the number of officers in Exmouth that day and the Clerk advised they had been there on a training exercise.

18.098 Dates of Next Meetings

Planning Committee:	9 July 2018 at 7.00pm
Foreshore & Footpaths Committee:	9 July 2018 on the rising of the Planning Committee
Community Gardens Committee:	9 July 2018 on the rising of the Foreshore & Footpaths Committee
Planning Committee:	23 July 2018 at 7.00pm
Town Council:	23 July 2018 on the rising of the Planning Committee

18.099 The Deputy Town Mayor Moved that:

Under Section 100(a)(4) of the Local Government Act 1972, the public and press be excluded from the Meeting as exempt information was likely to be discussed.

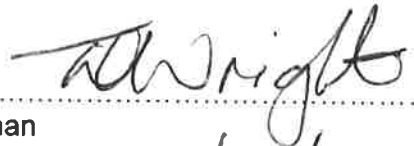
PART B

18.100 Public Hall: Replacement Boiler

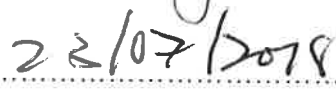
Quotations for upgrading the heating system in the Public Hall (including a replacement boiler, hot water cylinder and additional radiators) were received and considered. After some discussion, it was

Resolved: The quotation from British Gas should be accepted. The Clerk will keep Members informed of when the work will be carried out.

There being no further business, the Meeting closed at 8.29pm.




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Chairman



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Date

BUDLEIGH SALTERTON TOWN COUNCIL

APPENDIX A May 2018

Date of Invoice	Payee	Description	VAT Paid	Amount	Cheque Number	Voucher Number
01.05.18	East Devon District Council	10% Public Hall Rates		312.00	D/D	4627
01.05.18	East Devon District Council	10% Car Park Rates		418.00	D/D	4628
09.05.18	British Gas Business	Boiler Maintenance	14.34	86.01	D/D	4629
15.05.18	British Gas Business	Boiler Maintenance	7.67	46.01	D/D	4630
27.04.18	Biffa	Refuse Collection	18.96	113.77	D/D	4631
16.05.18	Gazprom	Gas	4.34	91.10	D/D	4632
14.05.18	S K Adjei	<u>Community Gardens</u> Contribution to tree works		100.00	5161	4633
14.05.18	Bartlett	Kitchen equipment - maintenance/repairs	314.21	1885.26	5162	4634
27.04.18	Complete Cleaning Services	Window/gutter cleaning	69.79	418.71	5163	4635
30.04.18	Devon Assoc Local Councils	GDPR Course/Booklets	16.00	146.81	5164	4636
01.05.18	East Devon District Council	Staff Costs - April '18	5.47	4050.60	5165	4637
01.05.18	East Devon District Council	Brook Road Toilets - maint	1559.15	9354.92	5166	4638
04.05.18	D Hinchliffe	2017/18 Audit Fee		350.00	5167	4639
08.05.18	Smartwater	Annual renewal	15.00	90.00	5168	4640
14.05.18	South West Water	Comm Gardens - Water P Hall - Water/Sewerage		227.81	5169	4641
02.05.18	Vaughtons	Ribbons for Civic Regalia	23.50	141.02	5170	4642
01.05.18	ACS Solutions	Telephone/internet	9.89	59.33	5171	4643
15.05.18	Bagwells	Quarterly fire alarm tests	13.40	80.40	5172	4644
10.05.18	Bunzl	Cleaning products	20.18	121.07	5173	4645
08.05.18	Cannon Hygiene	Paper towels	20.40	122.40	5174	4646
01.06.18	Clinton Devon Estates	<u>Community Gardens</u> Rent		500.00	5175	4647
20.05.18	Devon Commercial Stationers	Shredder	39.36	236.18	5176	4648
16.05.18	East Devon District Council	Upper Station Road Car Park Rent		500.00	5177	4649
15.05.18	R L Pollard	Repairs to toilet	11.20	67.20	5178	4650
			2162.86	19518.60		

BUDLEIGH SALTERTON TOWN COUNCIL

APPENDIX A

June 2018

Date of Invoice	Payee	Description	VAT Paid	Amount	Cheque Number	Voucher Number
01.06.18	East Devon District Council	10% Car Park Rates		418.00	D/D	4651
01.06.18	East Devon District Council	10% Public Hall Rates		312.00	D/D	4652
15.06.18	British Gas Business	Boiler Maintenance	7.67	46.01	D/D	4653
21.05.18	British Gas Business	Norman Centre - Gas	6.50	136.65	D/D	4654
04.06.18	British Gas Business	Public Hall - Electricity	122.33	734.02	D/D	4655
12.06.18	Gazprom	Public Hall - Gas	1.60	33.50	D/D	4656
25.05.18	Biffa	Refuse Collection	15.42	92.50	D/D	4657
08.06.18	British Gas Business	Norman Centre - Electricity	2.08	43.69	D/D	4658
11.06.18	Cash	Petty Cash		200.00	5179	4659
31.05.18	Cannon Hygiene	Toilet Rolls	14.00	60.00	5180	4660
07.06.18	Community Heartbeat Trust	Defib Pads	7.60	45.60	5181	4661
24.50.18	East Devon District Council	Staff Costs - May '18	5.47	4050.60	5182	4662
11.06.18	Mrs J Meredith	Cleaning April & May '18 Bleach		257.09	5183	4663
11.06.18	Westmancoat	Boiler	16.42	98.50	5184	4664
11.05.18	WPS Ltd	Annual Insurance Premium		4713.84	5185	4665
06.06.18	Zenith Doors	Shutter Servicing Replacement Fuseable Link	109.00	654.00	5186	4666
19.06.18	Bartlett	Drip Tray for Griddle	7.37	44.24	5187	4667
09.06.08	Canon	Photocopier Rental	34.34	206.06	5188	4668
15.06.18	Clinton Devon Estates	Community Gardens - Rent (increase)		60.50	5189	4669



22.06.18	Devon Commercial Stationers	Diary, Ink etc	17.43	104.59	5190	4670
22.06.18	East Devon District Council	Staff Costs - June '18	5.47	4530.55	5191	4671
25.06.18	R England	Deposit Repayment HA G25 3.3.18		36.75	5192	4672
31.05.18	Gilbert Stephens LLP	Solicitors Fees - Shelter Lease	83.60	501.60	5193	4673
18.06.18	Miller Signs	Mayor's Board	13.60	81.60	5194	4674
25.06.18	S Moore	Descaler & Ant killer		13.59	5195	4675
20.06.18	Stage Electrics	Cable for Lighting Dimmer	5.01	30.05	5196	4676
			<u>474.91</u>	<u>17505.53</u>		