

BUDLEIGH SALTERTON TOWN COUNCIL

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

Meeting commenced at 7.14pm.

PRESENT

Cllr T D Wright (Town Mayor)
Cllr A J Dent
Cllr Mrs L D Evans
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: One member of the public

PART A

18.251 Public Speaking Time

No members of the public wished to speak.

18.252 Apologies for Absence

Apologies were received from the Deputy Town Mayor, Cllr S V Hall (family commitments) and County Cllr Mrs C Channon.

18.253 Declarations of Interests in Items on the Agenda

- Cllr Mrs C A Sismore-Hunt declared a personal interest in Min 18.265 – her husband is the Poppy Appeal Co-ordinator
- Cllr Mrs M L Kenneally-Stone declared a personal interest in Min 18.263 – she is a PTA committee member
- Cllr M C Hilliar declared a personal interest in Min 18.267 – he is the Chairman of the Budleigh Salterton & District Chamber of Commerce

18.254 Minutes

The Minutes of the Meeting of the Town Council held on 24 September 2018 had been circulated prior to the Meeting. It was unanimously agreed they be signed as a true record.

18.255 Reports of Committees

- (i) The Minutes of the Meeting of the Public Hall Committee held on 8 October 2018 were noted
- (ii) The Minutes of the Meeting of the Community Gardens Committee held on 8 October 2018 were noted

TAW

18.256 Police Report

Mrs J E Vanstone reported that the Council would no longer be receiving crime reports as the town's PCSO would be better utilised on other matters. He would be able to attend Budleigh Salterton Traffic Group meetings if given enough notice.

Crime statistics were however available to view on a website and she would forward details to any interested councillor.

She then mentioned the Councillor Advocate Scheme which had been introduced by the Police & Crime Commissioner and again would forward information to any interested councillor.

18.257 Chairman's Report

The Town Mayor, Cllr T D Wright reported:

- On 6 October, he and his wife attended the Budleigh Salterton & District Chamber of Commerce Annual Dinner and Dance. It had been a very enjoyable evening at the East Devon Golf Club.
- On 10 October he and his wife were guests at the 10th anniversary of Budleigh Film Society. This had been a very pleasant occasion and very well supported at which he congratulated the Society on its success and recounting the Town Council debate as to whether Councillors should have the right of censorship to protect the town's more delicate citizens from the worse of cinema excesses. He added there was no doubt that the decision to replace those old heavy and uncomfortable blue chairs might have also helped the Film Society to thrive!
- On Friday 12 October he had attended the Budleigh in Bloom presentation evening where he was able and very pleased to extend the gratitude of the council to the committee and volunteers who do so much to make our lovely town the wonderful place it is. He also collected a prize certificate on behalf of Cllr A N Gooding which he then presented to Cllr Gooding.
- On 22 October he had attended the apple pressing event organised by East Devon District Council (EDDC) Countryside and Community Support staff at Moormead Community Orchard. It was well attended with about 20 children and their parents attending. There was also an opportunity to use the apples for craft work, mulled apple juice and delicious freshly squeezed apple juice.
- On 27 October he had opened the Royal British Legion Poppy Appeal shop in The Lawn. There was a wonderful display showing how the town and its families had been affected by both World Wars. He had received very grateful thanks for the commemorative stone panel which has been installed to commemorate the 100th anniversary since the end of WW1.
- On 30 October he would be attending the opening of the new school library at St Peter's School.

18.258 Clerk's Report

Mrs J E Vanstone reminded Members that the Remembrance Service would be held at 2pm on Sunday 11 November, starting with the usual wreath-laying ceremony at the War Memorial followed by a church service at St Peter's at 2.45pm.

She had been in contact with the Rev Martin Jacques who had very kindly agreed to bless the new Commemorative Plaque just before the Wreath Laying service commenced.

She said there would also be short service at the War Memorial at 11am that same day.

18.259 Reports of Council Representatives on Other Bodies

Exmouth Local Action Group

Cllr Mrs M L Kenneally-Stone reported she had attended a recent meeting. Some crime data was shared with those present but as the new Community Safety Officer was not yet in post, the meeting had been fairly short. She confirmed she would be able to attend the next meeting, scheduled for December.

The Town Mayor, Cllr T D Wright confirmed that the new Community Safety Officer had been announced as David Whelan.

South West Tree Warden Seminar

Cllr R D Sherriff reported he had attended this Seminar in Sidmouth the previous weekend. He advised that there was money available from The Tree Council for schools to plant trees and wondered if there were any areas in the town that may benefit of having additional trees planted. If any member thought of a location were to let him know.

Lower Otter Restoration Project

The Town Mayor, Cllr T D Wright reported he had attended recent two meetings – the technical steering group had met in Exeter on 2 October and a Stakeholders Group meeting was on 16 October at Clinton Devon Estates' office in East Budleigh. He explained that the planning application to move the cricket club was expected to be submitted in November. This had been split from the planning application for the main project, as the preparation of the cricket ground would take longer than carrying out the works for the major project.

There was a preferred option that would come up with the detailed design and planning application. There would be exhibitions in the communities affected prior to the planning application being submitted and these would allow for changes in the application, should the consultation indicate any such necessity. There is no date set for this but that will be arranged once the detailed plans are available.

The main points of the technical group:

- The survey of the old tip had revealed the contents were benign
- Investigations indicated there was no problem with contamination of the ground water or South West Water's water supply
- The new road to South Farm would run along the northern end of the old tip. The plans provided by Devon County Council Highways showed a small parking area to replace the parking places lost which ran alongside the existing road.
- The banks of the tip would be protected by 'concrete mattresses' and planting, similar to the protection to the Exe on the sides of the Imperial Road recreation field.
- It was recognised that increased 'green tourism' would have an impact and a sub-group was being set up to design a visitor management strategy. There could be particular problems for Otterton where there was no real parking provision.
- The breach of the river bank at Lime Kiln highlighted the need for a managed programme before there were more 'natural' breaches.

18.260 Reports of County and District Councillors

County Councillor

County Cllr Mrs C Channon had forwarded her report to the Town Mayor:

- The blocked drain in Upper Stoneborough Lane had been attended to.
- She had reported the blocked gulleys at Cliff Road and in the High Street (outside The Feathers) and hoped they would be cleared soon. This was a perennial problem.
- She had asked the Highway Neighbourhood Officer (Exmouth & Budleigh Coastal), Emma Stamp, to speak to the owners of Budleigh Village regarding their use of the pavement to display items for sale.
- Some of the road repairs to Moor Lane, where British Gas had re-laid their pipes, were not very good and showing signs of forming pot holes.
- She would be attending the opening of the new Library at St Peter's School on 30 October.



District Councillor

Cllr A J Dent began his report by advising that the former Mayor of Exmouth, Cllr Bill Nash, had passed away very suddenly; he was not sure when the funeral would be held. He added that it was unlikely there would be a by-election.

- He then reported that the footpath repairs between Lime Kiln and White Bridge would be in the region of £200000. This was because the bank had been built many years ago and there was more to the repair than originally anticipated.
- At a recent full council meeting it had been agreed that in future district councillors could voluntarily have a Disclose and Barring Service (DBS) check to demonstrate they were fit for office. This would be in place from May 2019 and he wondered if this was something town councils could consider.
- He too would be attending the opening of the new library at St Peter's School.
- He had also attended the opening of the new Skate Park in Phear Park, Exmouth and wondered if a similar design could be used at the Lime Kiln Skate Park.
- He had attended the opening of the Topograph at Donkey Hill on Plumb Park and commented on the fantastic views from the site.
- The District Council was undergoing a digital transformation and instead of producing lengthy paper documents they were trialling the use of short videos to pass on information. He had received a video of the results of a recent consultation and would be happy to give councillors a preview at the end of the meeting.

Cllr T D Wright reported:

- As members would know, he was portfolio holder for the Environment. He said that EDDC was leading the way with recycling. He advised that none of the plastic collected in East Devon went abroad - it went to a recycling centre in Cheshire where it was sorted and eventually turned into pellets used to produce new products. He said that black plastic was burnt for energy. He said that Devon was 6th in the national table for recycling and in Devon, EDDC was just behind Teignbridge District Council but he was confident EDDC would overtake Teignbridge when the year-on-year figures were available. He concluded that an MP would be visiting Greendale to see what excellent work was done there.

18.261 Finance Inspection

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

18.262 Town CCTV Project

Details of the proposed High Street CCTV system (including costs etc) and information from Mr D Eaton (Strategy and Planning Officer (CCTV Project Manager) at the Office of the Police and Crime Commissioner) was received.

The Town Mayor, Cllr T D Wright advised that he and three Councillors had met with Mr Eaton who had assured them that the company which had submitted the quotation under consideration would supply equipment fully compatible with police equipment.

Cllr C A Kitson queried whether Budleigh Salterton Neighbourhood Plan Community Action EC2 should be the springboard for this project rather than the other way around, but Cllr Wright explained that the Office of the Police & Crime Commission had funding available and this opportunity might be missed if the project was put on the back-burner. He thought the CCTV system could be worked into a Town Management Plan and suggested the Council took the first step now.

Consideration was then given as to whether the project should proceed with funding from the Town Council and it was

Resolved: The project should go ahead, and the Clerk will contact the Office of the Police & Crime Commissioner to request that the system be added to his application for funding.

18.263 Request for Grant Aid 2018/19: St Peters PTA – Christmas Fayre

(i) Consideration was given as to whether to make a donation towards the children's gifts for the Christmas Grotto.

Resolved: A donation will be made.

(ii) Consideration was then given to the amount of the donation.

Resolved: A donation of £150 will be made.

18.264 Request for Grant Aid 2018/19: Jurassic Coast Trust – “Geology of the Jurassic Coast: Red Coast Revealed” Book

(i) Consideration was given as to whether to make a donation towards the printing of the book.

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.

Cllr R G Sherriff asked if the Town Council could be mentioned as sponsoring the book.

18.265 Royal British Legion – Poppy Appeal 2018

Consideration was given to an appropriate donation for the wreath.

Resolved: A donation of £500 will be made.

18.266 Request for Grant Aid 2019/20: Lions Club of Budleigh Salterton – Gala Week Children’s Cycle Competition

Consideration was given to sponsorship of the Children’s Cycle Competition and it was

Resolved: Sponsorship of £150 was agreed.

18.267 East Devon District Council: Licence Application – 50A High Street

An application from Findlay Wines for an alcohol licence was received and considered. No objections were raised as Members were happy the application was to formalise the move of premises from The Lawn to the High Street.

18.268 East Devon District Council: S.106 Projects

Cllr C A Kitson advised that the inaugural meeting of the CIL Committee had taken place earlier that evening.

He said there were only two projects left (from the original list of five projects, which residents had voted for in June 2013):

- To provide a small extension and new piece of equipment for Lime Kiln Skate Park – project cost £35000
- Provision of an outdoor table tennis table – project cost £5000

He reported that funding was available to go ahead with the table tennis table and a couple of suitable locations had been highlighted. He would be speaking to Cllr A N Gooding, as representative on the Knowle Village Hall (KVH) Committee, with regard to the possibility of placing a table at the play area at KVH.

Resolved: Both the table tennis table and skate park project should progress as and when the funds are available.

Cllr Kitson then explained that EDDC now had a more stringent system for collecting monies from developers and to date over £2750 had been received by this Council from CIL receipts.

The CIL Committee had recommended that £35000 be released from Sport and Youth S.106 receipts and used for the skate park at Lime Kiln Car Park as match funding for a larger funding bid and it was

Resolved: This Council agrees to advise the relevant District Council officers that the funds be used as match funding.

18.269 Meeting Dates 2019

The suggested meeting dates had been circulated prior to the Meeting and were agreed.

The Clerk advised that the date of the Annual Parish Meeting was 18 March and not 13 March as per the list. She also confirmed that meetings for both the Budleigh Salterton Neighbourhood Plan and the CIL Committees would be held on 11 March.

18.270 Office Opening Hours: Christmas/New Year

It was agreed that the office will close at 1.00pm on Friday 21 December 2018 and will re-open at 10.00am on Wednesday 2 January 2019.

18.271 Correspondence Received

Devon County Council:

- Temporary Prohibition of Traffic Notice – East Terrace; 8.10.18-10.10.18
- Temporary Prohibition of Traffic Notice – Station Road; 12.10.18-18.10.18
- Temporary Prohibition of Traffic Notice – Chapel Street; 12.10.18-26.10.18
- Temporary Prohibition of Traffic Notice – High Street & Fore Street; 7.12.18

Devon & Cornwall Police: Details of Councillor Advocate Scheme

Dorset Police & Crime Commissioner: Information on proposed merger between Dorset Police and Devon & Cornwall Police

East Devon District Council: Information on Election Costs

Otter Valley Association Newsletter: October 2018

The Primrose: Autumn 2018

Various items of information received at Devon Association of Local Councils AGM


18.272 Any Other Business at the Chairman's Discretion

- The Town Mayor, Cllr T D Wright advised that the Council's Christmas celebration would be held in the Norman Centre on 10 December after the Town Council meeting and was open to councillors and partners. He suggested that £7.50 per person would cover the cost of the refreshments.
- Cllr C Richards asked that when the beach huts to the west of the Longboat Café were removed, a load of gravel be put in place to tidy up the area. He said a similar scheme was carried out in 2017 to the area east of the Longboat.
- Cllr Mrs C A Sismore-Hunt asked who was responsible for tidying up the Norman Crescent play area as it was looking very tatty.

The Clerk said she thought this was EDDC responsibility and would report this.

18.273 Dates of Next Meetings

Planning Committee:	12 November 2018 at 7.00pm
Finance Committee:	12 November 2018 on the rising of the Planning Committee
Foreshore & Footpaths Committee:	12 November 2018 on the rising of the Finance Committee
Planning Committee:	26 November 2018 at 7.00pm
Town Council:	26 November 2018 on the rising of the Planning Committee



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18.274 Cllr A J Dent 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

18.275 Staffing

Cllr C Richards advised that, as suggested at a previous meeting, he and the Town Clerk had, on 2 October, met with the Town Mayor and the Deputy Town Mayor to discuss the suggested changes.

(i) Consideration was given to increasing the Clerical Assistant's salary with effect from 1 April 2019.

Resolved: The Clerical Assistant will be given an additional day's leave each year rather than an increase in her salary. Mrs Vanstone assured Members that Mrs Harrison was happy with this alternative.

(ii) Consideration was then given to increasing the Caretaker and Deputy Caretaker's salary with effect from 1 January 2019.

Resolved: The hourly rate should be increased, as suggested by the Chairman of the Finance Committee, and full details are held in the Confidential Minutes.

18.276 Town Clerk: Contract of Employment

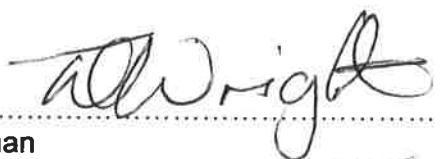
(i) An amended Contract of Employment for the Town Clerk, following changes received from National Association of Local Councils, was considered. Mrs Vanstone advised that there were no material alterations in the Contract, just a change in the wording. It was

Resolved: The new contract was approved.

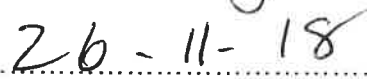
(ii) Consideration was then given to a change in Spinal Column Point (SCP) from SCP29 to SCP30 with effect from 1 April 2019.

Resolved: The change to SCP30 was approved.

There being no further business, the Meeting closed at 8.01pm.



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Chairman



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Date

BUDLEIGH SALTERTON TOWN COUNCIL

APPENDIX A October 2018

Date of Invoice	Payee	Description	VAT Paid	Amount	Cheque Number	Voucher Number
01.10.18	East Devon District Council	10% Public Hall Rates		312.00	D/D	4749
01.10.18	East Devon District Council	10% Car Park Rates		418.00	D/D	4750
15.10.18	British Gas Business	Boiler Maintenance	7.67	46.01	D/D	4751
10.10.18	Gazprom	Gas	1.19	25.00	D/D	4752
28.9.18	Biffa	Refuse Collection	19.27	115.62	D/D	4753
24.09.18	ACS Solutions Ltd	Telephone/Internet/Modem Installation	120.14	720.80	5251	4754
29.09.18	Devon Signs	Norman Centre - Sign	8.80	52.80	5252	4755
03.10.18	East Devon District Council	Staff Costs - Sept '18	5.47	4050.60	5253	4756
04.10.18	Jackman Fabric Care	Cleaning - Carpets and curtains		388.00	5254	4757
06.10.18	M J Lynch	Grass cutting	123.00	738.00	5255	4758
29.09.18	Mrs J Meredith	Cleaning - Aug and Sept '18		171.00	5256	4759
23.10.18	ACS Solutions	Telephone/Internet	9.86	59.16	5257	4760
20.09.19	Bunzl	Cleaning supplies	18.52	111.14	5258	4761
01.10.18	Cannon Hygiene Ltd	Hygiene units etc	110.45	662.69	5259	4762
22.10.18	Earth Anchors Ltd	N Centre - Notice board	29.58	177.48	5260	4763
26.10.18	East Devon District Council	Staff Costs - Oct '18	5.47	4331.35	5261	4764
29.10.18	Exmouth & District Comm. Transport Group	Grant - Community Bus [Min 17.430]		785.71	5262	4765
29.10.18	S Moore	N Centre - Varnish, handles etc		163.56	5263	4766
09.10.18	R L Pollard	New valve on disabled wc	18.32	109.96	5264	4767
09.10.18	Skinner Construction Ltd	Jubilee Shelter decs & windows	671.56	4029.38	5265	4768
11.10.18	Vision ICT Ltd	Website upgrade	233.20	1399.20	5266	4769
			<u>1382.50</u>	<u>18867.46</u>		

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