

## **BUDLEIGH SALTERTON TOWN COUNCIL**

**MINUTES** of the Annual Meeting of the Town Council held in the Council Chamber on Monday 13 May 2019 at 7.00pm.

### **PRESENT**

Cllr T D Wright (Town Mayor)  
Cllr A J Dent  
Cllr P W R Duke  
Cllr Mrs L D Evans  
Cllr D J Hayward  
Cllr M C Hilliar  
Cllr A L Jones  
Cllr Mrs M L Kenneally-Stone  
Cllr Mrs M P Lewis  
Cllr R D Sherriff  
Cllr Mrs C A Sismore-Hunt

**Town Clerk:** Mrs J E Vanstone

**Deputy Clerk:** Mrs K A Harrison

**Others Present:** District Cllr P M Jarvis and nine members of the public

Before the Meeting commenced, the Town Mayor, Cllr T D Wright presented former Town Councillor, Steve Hall with a Certificate of Appreciation and Council Plaque. He thanked him for his years of service especially his work on the Traffic Group and wished him all the best for the future.

### **19.001 Election of Chairman**

Only one nomination had been received, that of Cllr Mrs C A Sismore-Hunt, proposed by Cllr A J Dent and seconded by Cllr Mrs L D Evans.  
The Town Mayor, Cllr T D Wright declared that Cllr Mrs C A Sismore-Hunt be appointed as Chairman.

### **19.002 Declaration of Acceptance of Office by Chairman**

Cllr Mrs C A Sismore-Hunt read and signed the Declaration of Acceptance of Office which was duly witnessed by the Town Clerk.

### **19.003 Apologies for Absence**

Apologies were received from County Cllr Mrs C Channon.

### **19.004 Election of Vice Chairman**

Only one nomination had been received, that of Cllr M C Hilliar.  
The Town Mayor, Cllr Mrs C A Sismore-Hunt declared that Cllr M C Hilliar be appointed as Vice Chairman.

### **19.005 Chairman's Remarks**

The Town Mayor, Cllr Mrs C A Sismore-Hunt started by welcoming the three new Councillors: Cllr Mrs M P Lewis, Cllr D J Hayward and Cllr P W R Duke. She said the majority of what she was going to say would be for their benefit!  
She explained that Budleigh Salterton Town Council (BSTC) was a non-political council and whilst she realised that everyone had their own political leanings, she asked that they be left at the door when attending a BSTC Meeting.  
She went on to say that the Town Clerk was the most important member of the Council as she was the person who knew all that was going on within the Council and she asked that all Members worked with the Clerk and kept her informed of anything, council-related, they carried out.

She then asked that if a Councillor was to write a letter, to the press for example, expressing their views on a particular subject, they must make it quite clear that the views were their personal views – she asked that Councillors never started a letter 'I am a town councillor but it is not as a councillor I write' as this sounded as if the Council was involved. She said that private letters should be signed with a Councillor's name only – only official letters could be signed with the title councillor and a copy should always be given to the Clerk.

She concluded by saying that BSTC was a team of twelve all working for the good of the Town. There was no glory in being a Town Councillor but it could be very rewarding and if all Members worked together a lot more could be achieved than when working alone.

**19.006 Appointment of Members to Serve on the Under-mentioned Committees:-**

- (a) Planning (with Power to Act)  
All Councillors are Members with one Member to act as Non-Voting Member.
  
- (b) Public Hall  
Cllr Mrs C A Sismore-Hunt (Town Mayor)  
Cllr M C Hilliar (Deputy Town Mayor)  
Cllr A J Dent  
Cllr Mrs L D Evans  
Cllr A L Jones  
Cllr T D Wright
  
- (c) Finance  
Cllr Mrs C A Sismore-Hunt (Town Mayor)  
Cllr M C Hilliar (Deputy Town Mayor)  
Cllr A J Dent  
Cllr D J Hayward  
Cllr A L Jones  
Cllr Mrs M L Kenneally-Stone
  
- (d) Foreshore and Footpaths  
Cllr Mrs C A Sismore-Hunt (Town Mayor)  
Cllr M C Hilliar (Deputy Town Mayor)  
Cllr P W R Duke  
Cllr D J Hayward  
Cllr Mrs M L Kenneally-Stone  
Cllr R D Sherriff
  
- (e) Community Gardens  
Cllr Mrs C A Sismore-Hunt (Town Mayor)  
Cllr M C Hilliar (Deputy Town Mayor)  
Cllr P W R Duke  
Cllr T D Wright
  
- (f) Trees  
Cllr Mrs C A Sismore-Hunt (Town Mayor)  
Cllr M C Hilliar (Deputy Town Mayor)  
Cllr P W R Duke  
Cllr R D Sherriff
  
- (g) Disciplinary  
Cllr Mrs C A Sismore-Hunt (Town Mayor)  
Cllr M C Hilliar (Deputy Town Mayor)  
Cllr Mrs M L Kenneally-Stone

- (h) Budleigh Salterton Traffic Group  
Cllr A J Dent  
Cllr A L Jones
- (i) Town Improvement Fund  
Cllr A J Dent  
Cllr A L Jones  
Cllr Mrs M L Kenneally-Stone  
Cllr Mrs M P Lewis
- (j) Community Infrastructure Levy  
Cllr M C Hilliar (Deputy Town Mayor)  
Cllr P W R Duke  
Cllr Mrs M P Lewis  
Cllr T D Wright
- (k) Neighbourhood Plan Monitoring  
Cllr A L Jones  
Cllr Mrs M P Lewis  
Cllr R D Sherriff

**19.007 Appointment of Representatives to Serve on the Under-mentioned Bodies:-**

- (a) Budleigh in Bloom  
Cllr Mrs L D Evans
- (b) Budleigh Salterton & District Chamber of Commerce  
Cllr M C Hilliar
- (c) Budleigh Salterton Nursing Association  
Cllr A L Jones
- (d) Devon Association of Local Councils – Larger Councils Sub-Committee  
Cllr P W R Duke  
Cllr Duke will attend the first meeting with Cllr A L Jones and thereafter attend meetings on his own
- (e) Exmouth & District Community Transport Group  
Cllr P W R Duke  
(Cllr Mrs L D Evans is the Deputy Chairman of the Group and will report to the Town Council if Cllr Duke is unable to attend any meetings)
- (f) Exmouth Local Action Group  
Cllr Mrs M L Kenneally-Stone
- (g) Fairlynch Museum  
Cllr D J Hayward
- (h) Friends of Budleigh Salterton Library  
Cllr R D Sherriff
- (i) Jurassic Coast Communities Forum  
The Clerk will contact the Team and see if it is necessary to appoint a representative
- (j) Knowle Village Hall Committee  
Cllr D J Hayward

- (k) Parish Tree Warden  
Cllr P W R Duke
- (l) St Peter's Primary School  
Cllr Mrs M L Kenneally-Stone  
(Cllr Mrs C A Sismore-Hunt will attend meetings if Cllr Mrs M L Kenneally-Stone is unavailable)
- (m) Voluntary Car Service  
Cllr Mrs L D Evans

**19.008 Appointment of Trustees**

- Fryer Welfare Trust – Cllr Mrs M L Kenneally-Stone
- Fryer Recreational Trust – Cllr R D Sherriff

**19.009 Dates and Times of Meetings**

- (i) The dates and times for both Town Council and Planning Committee Meetings should continue as before i.e. Town Council on the fourth Monday of each month and Planning Committee on the second and fourth Mondays of each month, commencing at 7.00pm, with special arrangements as necessary. There will be one Planning Committee Meeting during August as well as a Town Council Meeting.
- (ii) Power to Act on Planning Applications will be given in consultation with the Chairman of the Planning Committee on routine matters over the Easter and Christmas/New Year periods, if necessary.

**19.010 Authority to Sign Cheques/Direct Debits**

It was agreed that the following Members should have authority to sign cheques and Direct Debits:

- Cllr M C Hilliar (Deputy Town Mayor)
- Cllr A J Dent
- Cllr A L Jones
- Cllr Mrs M L Kenneally-Stone
- Cllr T D Wright

**19.011 Bank Mandates**

It was agreed that the mandates with Lloyds Bank should continue.

**19.012 Deeds and Documents**

It was noted that the deeds and documents are held with Messrs Gilbert Stephens of 51 High Street, Budleigh Salterton.


**19.013 Insurance**

It was noted that the Town Council's insurance cover is currently held with Aviva.

There being no further business, the Meeting closed at 7.18pm.

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Chairman

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Date

  
20 May 2019