

## **BUDLEIGH SALTERTON TOWN COUNCIL**

**MINUTES** of the Meeting of the Town Council held in the Council Offices on Monday 24 June 2019 on the rising of the Planning Committee.

Meeting commenced at 7.27pm.

### **PRESENT**

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

**Town Clerk:** Mrs J E Vanstone

**Others Present:** County Cllr Mrs C Channon, District Cllr P M Jarvis and one member of the public

### **19.093 Public Speaking Time**

No members of the public wished to speak.

### **19.094 Apologies for Absence**

Apologies were received from Cllr A J Dent (holiday).

### **19.095 Declarations of Interests in Items on the Agenda**

- Cllr P W R Duke, Cllr R D Sherriff, Cllr Mrs M P Lewis and Cllr A L Jones all declared a personal interest in Min 19.104 – they are all members of the Otter Valley Association (OVA)
- Cllr D J Hayward declared a personal interest in Min 19.105 – he is the Town Council's representative on Fairlynch Arts Centre & Museum

### **19.096 Minutes**

The Minutes of the Meetings of the Town Council held on 20 May 2019 and 10 June 2019 had been circulated prior to the Meeting. It was unanimously agreed they be signed as a true record.

### **19.097 Reports of Committees**

The Minutes of the following Meetings were noted:

- (i) the Finance Committee held on 20 May 2019
- (ii) the Public Hall Committee held on 10 June 2019

### **19.098 Chairman's Report**

Town Mayor, Cllr Mrs C A Sismore-Hunt reported:

- She had had an interesting start to her year as Town Mayor. There had been a flood in the Royal British Legion lock-up to the rear of the Public Hall and then the following week there had been a burst pipe in the gents' toilets in the Public Hall!
- Gala Week had been wonderful and she had greatly enjoyed judging the Pebble Building Competition; there had been some fantastic designs. She had received one negative comment during the week. She had attended the Budleigh in Bloom coffee morning where a visitor had been upset by the dog ban in the Hall. She thought that hirers should be informed of this.

Mrs J E Vanstone advised that this was in the Hiring Agreement but would ask the Lions to make sure they passed this information on to their users

- She welcomed Cllr H L Riddell on to the Council and hoped he would soon settle in!
- She reminded Members that the Civic Service would be held in St Peter's Church at 3.00pm on Sunday 7 July – some Councillors had not yet replied!
- She had received an invitation from Shandford to attend a party for three of its residents who were going to be 100 years old. She thought it would be great if as many Councillors as possible could attend. It was to be held on Saturday 6 July between 2.00pm and 5.00pm.

### **19.099 Clerk's Report**

Mrs J E Vanstone reported:

- After the last meeting she had contacted East Devon District Council (EDDC) regarding the request for Members to stand on the Standards Committee. The officer had advised that it was in order for the Town Council to nominate two members and so she had informed Cllr Mrs M P Lewis who had subsequently submitted her application.
- The carpet in the Public Hall foyer had been replaced. She and the Chairman of the Public Hall Committee had agreed this should be done as soon as possible and had therefore decided not to submit an insurance claim for the damage.
- The Norman Centre renovations were complete and if any Councillors wished to take a look, she would open the rooms after the meeting.
- The Dispensation Form needed to be signed by all Councillors. This ensured that that Councillors could freely discuss matters relating to Members' Allowances and Budgets and the Precept without declaring an interest.
- The flagpole on the seafront had been removed for Health & Safety reasons – the bolts had sheared off. It was hoped it would be returned in the next week or so.
- The marker buoys were due to be put out soon. New buoys had had to be ordered as some were lost/damaged last season.

Cllr T D Wright advised they buoys were already in situ.

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

#### Exmouth Local Action Group

Cllr Mrs M L Kenneally-Stone advised she had attended a recent meeting which covered Exmouth, Budleigh Salterton and the surrounding parishes. Other attendees included Insp Antonia Weeks and Dave Whelan, the EDDC Community Safeguarding Officer. She said she received a lot of useful information and had asked that the Clerk forward any items which may be of interest/benefit to Members. She asked that if anyone had anything they felt needed to be discussed by the Group, to let her know – the next meeting would be held on 3 July. She was not aware of any major problems in the town and things seemed quieter on the local social media pages. At the last meeting, she felt the police were on top of issues, adding that a lot happened in Exmouth and we were lucky that things were pretty quiet in Budleigh Salterton.

Cllr T D Wright added that one of the Housing Associations had been asked to help with some issues with the small group of troublesome children.

#### Budleigh Youth Club

Cllr T D Wright then reported that he was very pleased the Club had been relaunched and now over 30 children attended each Thursday.

Devon Association of Local Councils (DALC) Larger Councils Sub-Committee

Cllr A L Jones reported he had attended a recent meeting. He said there were a lot of new members on the Committee following the local elections in May.

There had been a lengthy discussion on the Devon Climate Declaration and what towns around the county were doing, such as attempts to create plastic-free towns etc. It had been agreed that DALC should become a signatory to the Declaration and propose that the County Committee creates a task & finish forum to create ideas/guidance for Devon's councils.

Cllr P W R Duke added that he had been unable to attend this meeting. He said that Devon County Council had created a Devon Climate Group and asked if a statement could be posted on the Town Council website showing our support.

Town Mayor, Cllr Mrs C A Sismore-Hunt suggested this be discussed at a future Town Council meeting.

Budleigh Salterton & District Chamber of Commerce

Deputy Town Mayor, Cllr M C Hilliar reported that the Amenity boards had been updated. The one in Rolle Square would be done in due course when the posts had been replaced.

Fairlynch Museum were going to take the old amenity boards for display somewhere in the grounds.

He was aware there was some confusion as to the orientation of the maps but it was agreed that anyone who could read a map would be able to find their way around!

**19.101 Reports of County and District Councillors**

County Councillor

County Cllr Mrs C Channon reported:

- All street lights were going to be changed which would be more environmentally friendly plus saving a lot of money!
- She and the Clerk had both contacted the Devon County Council (DCC) Neighbourhood Highways Officer (NHO) regarding the intrusion on to the footway near the new Tesco shop; the hoarding had come out so far onto the footway meaning pushchairs and wheelchairs could not get past. She had not received a response but would keep on trying!
- She had real concerns regarding the way Wales & West had carried out the pipework replacement work. A lot of traders had suffered because of the road closures and she felt she may have to complain to our MP; she explained that local authorities were tied by the Road Traffic Act 1991 which meant that statutory undertakers (such as Wales & West) had more control asking for roads to be closed than DCC. She had been delighted when the road had finally opened and both she and Cllr M C Hilliar had complained to Highways about the lack of contractor presence and poor road signage etc.

Mrs J E Vanstone advised that she too had complained to Highways about these problems as well as the state of Meadow Road which needed some serious cleaning following the contractors' departure.

- Cllr Mrs Channon said she was going to take the NHO around the town to see the state of the roads which had been used more than normal during the road closures. She said that some roads had been used by heavy goods vehicles and this had caused havoc. She had written to Stagecoach to thank them for being so helpful during this time.
- To top things off, she had recently had notification that Cricket Field Lane would be closed from 1 July!!

- She had attended the AGM for the League of Friends of Budleigh Salterton Hospital at which she had met new chief executive of Westbank. She said he went to The Hub once a fortnight and had lots of ideas to take the Hub forward. She said the Memory Café was providing a great service and relationships between the older clients and the children from Carousel were blossoming. This was a sign of the good work going on in The Hub. There was only three more years of funding for The Hub, so it needed support. She concluded by saying that the League of Friends was still doing a grand job.

#### District Councillors

District Cllr P M Jarvis said following the Elections in May, the Council was now an Independent-led Council and Members were working through this period of change. He hoped that residents would feel free to ask him for help or pass on opinions and it was his intention to hold regular monthly surgeries (hopefully in the Norman Centre). Cllr T D Wright asked if there was anything to report following the latest Police & Crime Panel meeting.

Cllr Jarvis said the Panel membership had changed considerably following the Elections. It had been agreed that there may be an additional meeting so that members had a better chance to speak to the Commissioner.

Cllr Wright then reported that the District Council was still settling down! He said he had brought up Climate Change at a Meeting in April and asked that if anyone saw EDDC staff sitting in a stationary vehicle with its engines running to pass the information on to the Clerk who will collate any information and pass it on to EDDC.

#### **10.102 Finance Inspection**

- (i) Payment of cheques for the month of June 2019, 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 May and June 2019.

#### **19.103 Accounts 2018/19**

- (i) The Accounts (plus Supporting Notes and Risk Assessments) for Financial Year 1 April 2018 to 31 March 2019, all of which had been the subject of Internal Audit, were received.
- (ii) It was noted there were no matters the Internal Auditor wished to bring to the attention of the Council.
- (iii) It was agreed that the Accounting Statement 2018/19, which forms part of the Annual Return, be completed.

#### **19.104 Request for Grant Aid: Otter Valley Association – Himalayan Balsam Removal**

- (i) Consideration was given to making a donation to the Association for the purchase of protective equipment.  
**Resolved:** A donation will be made.
- (ii) Consideration was then given to the amount of the donation.  
**Resolved:** A donation of £100 will be made.

#### **19.105 Request for Grant Aid: South West Museum Development Programme 2018/19**

- (i) Consideration was given to making a donation to the Programme for the current financial year.  
**Resolved:** A donation will be made.
- (ii) Consideration was then given to the amount of the donation.  
**Resolved:** A donation of £800 will be made.

Cllr T D Wright added that donations such as this can be accessed by all South West Museums, such as the RAMM in Exeter and we were very lucky to have such a variety of Museum to visit in the area.

Cllr D J Hayward added that the Fairlynch Museum & Arts Centre would be charging admission later in the year; this had been agreed at the recent AGM.

**19.106 East Devon District Council: Arts & Culture Forum**

Consideration was given to nominating a Councillor to sit on this Forum. It was

**Resolved:** Cllr Mrs M P Lewis was nominated; Cllr T D Wright will attend Meetings if Cllr Mrs Lewis is unavailable.

**19.107 Devon Association of Local Councils: County Committee**

Consideration was given to nominating a Councillor to stand for Election on to the County Committee.

**Resolved:** No nomination will be forwarded.

**19.108 Gypsy & Traveller Liaison Forum**

Correspondence from Cranbrook Town Council regarding the suggestion to create a Gypsy & Traveller Liaison Forum was received and considered.

**Resolved:** This Council would support any discussion into the possibility of setting up such a Forum.

**19.109 Imperial Productions: Use of the Public Hall – 27 July to 4 August 2019**

A request to hang a banner on the front of the Public Hall was received and considered.

**Resolved:** A banner may be hung on the front of the Public Hall using the existing fixtures.

**19.110 Police & Crime Commissioner**

Consideration was given to inviting the Police & Crime Commissioner, Mrs Alison Hernandez, to a Public Meeting in the town.

Cllr P W R Duke reminded Members of the duties of the Police & Crime Commissioner.

**Resolved:** The Clerk will write to Mrs Hernandez. It was further agreed that the meeting should be open to residents from Budleigh Salterton and the surrounding area including Exmouth.

**19.111 Drupa Bell**

Consideration was given to asking the Chief Executive of East Devon District Council that the Drupa Bell, formerly hung at the District Council Offices in Knowle, Sidmouth, be returned to the Town Council. It was

**Resolved:** It is this Council's understanding that the Bell is no longer used by the District Council and it should therefore be returned to Budleigh Salterton.

**19.112 Correspondence Received**

Lions Club of Budleigh Salterton: Gala Week 2019 update letter

Knowle Village Hall Committee: Thanks for Grant

Budleigh Salterton Chamber of Commerce: Thanks for Grant

Jurassic Coast Trust: The Red Coast Revealed (book with covering letter)

Devon County Council: Temporary Prohibition of Through Traffic (1) High Street and Fore Street – 6.7.19 (2) Cricket Field Lane – 1.7.19 to 26.7.19

Town Mayor, Cllr Mrs C A Sismore-Hunt read the letter from Knowle Village Hall saying that it was always good to receive praise!

Cllr D J Hayward added that Knowle Village Hall had received further Grants from Devon County Council and the Exeter Chiefs.

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

- Cllr Mrs L D Evans asked if the two potholes in the road outside the Public Hall could be repaired.
- Town Mayor, Cllr Mrs C A Sismore-Hunt reminded Members that all letters etc, are sent via the Clerk as it was vital she knows what is going on!
- Cllr D J Hayward advised that he had contacted Devon County Council regarding the town's drains. He had asked for schedule for clearing the drains but this had not been provided. He understood there was now a scheme to clear them.

The Clerk advised that they may be on the standard three-year clearance cycle but major blockages should be reported.

**19.114 Dates of Next Meetings**

Planning Committee:	8 July 2019 at 7.00pm
Foreshore & Footpaths Committee:	8 July 2019 on the rising of the Planning Committee
Community Gardens Committee:	8 July 2019 on the rising of the Foreshore & Footpaths Committee
Planning Committee:	22 July 2019 at 7.00pm
Town Council:	22 July 2019 on the rising of the Planning Committee

There being no further business, the Meeting closed at 8.35pm.

  
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Chairman

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Date

# BUDLEIGH SALTERTON TOWN COUNCIL

## APPENDIX A June 2019

Date of Invoice	Payee	Description	VAT Paid	Amount	Cheque Number	Voucher Number
01.06.19	East Devon District Council	Norman Centre - Rates		54.00	D/D	4926
01.06.19	East Devon District Council	Public Hall - Rates		319.00	D/D	4927
01.06.19	East Devon District Council	Car Park - Rates		427.00	D/D	4928
20.05.19	British Gas	Norman Centre - Gas	4.52	95.01	D/D	4929
05.06.19	Gazprom	Public Hall - Gas	4.10	86.05	D/D	4930
04.06.19	British Gas	Public Hall - Electricity	115.39	692.35	D/D	4931
07.06.19	British Gas	Norman Centre - Electricity	1.89	39.82	D/D	4932
24.5.19	Biffa	Refuse Collection	17.57	105.41	D/D	4933
31.05.19	ACS	Broadband and internet	9.83	59.00	5382	4934
10.06.19	BS & District Chamber of Commerce	Grant - Christmas Lights [Min 19.043]		350.00	5383	4935
01.06.19	Clinton Devon Estates	Community Gardens - Rent		560.50	5384	4936
08.06.19	Complete Cleaning	Window/Gutter Cleaning	69.79	418.71	5385	4937
10.06.19	Devon County Council	Parking Fine (Mrs J E Vanstone 28.05.19)		35.00	5386	4938
24.05.19	East Devon District Council	Staff Costs - May '19	5.58	4200.17	5387	4939
30.05.19	Devon Fencing Centre	Plot 84 - Gravelboard	9.14	54.84	5388	4940
10.06.19	Knowle Village Hall	Grant - Play Area Renovation [Min 19.042]		2000.00	5389	4941
31.05.19	M J Lynch	Grass Cutting	192.00	1152.00	5390	4942
02.06.19	Mrs J Meredith	Cleaning - May '19		157.25	5391	4943
30.05.19	R L Pollard	Community Gdns - Tap Repair	9.93	59.59	5392	4944
15.05.19	Smartwater Technology	Annual Subscription	15.00	90.00	5393	4945

*S. D. H.*

10.06.19	Mrs J E Vanstone	Operation London Bridge Reimbursement various items		100.14	5394	4946
06.06.19	Vision ICT	Operation London Bridge - Website Changes	21.00	126.00	5395	4947
07.06.19	Westmancoat Heating Ltd	Boiler Service	16.92	101.50	5396	4948
10.06.19	WPS	Annual Insurance Premium		5015.76	5397	4949
17.06.19	Mrs J E Vanstone	Replacement laptop		603.00	5398	4950
24.06.19	Mrs J E Vanstone	Petty cash		100.00	5399	4951
24.06.19	Bagwells Ltd	Fire alarm testing/repairs	65.76	394.57	5400	4952
24.06.19	Beaver Flooring	N Centre/P Hall - Flooring	764.64	4587.84	5401	4953
09.06.19	Canon UK Ltd	Photocopier rental	34.34	206.06	5402	4954
21.06.19	East Devon District Council	Staff Costs - June '19	5.58	4509.23	5403	4955
19.06.19	Electro Computers	Laptop set-up		120.00	5404	4956
13.06.19	Chris Gatter Elec Serv	Norman Centre - Lighting/tests	185.04	1110.24	5405	4957
17.06.19	Skinner Construction	Norman Centre - Refurbishment	3631.19	21787.14	5406	4958
24.06.19	South West Water	Public Hall - water/sewerage Community Gardens - water		277.66	5407	4959
			<u>5179.21</u>	<u>49994.84</u>		