



Budleigh Salterton Town Council

Town Clerk: Alice Gater-Wildgust
Council Offices, Station Road
Budleigh Salterton
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Budleigh Salterton Town Council

Traffic and Transport Group Terms of Reference

The Traffic Group has been running for many years, established by Budleigh Salterton Town Council as a forum to share issues around traffic with partner organisations, and facilitate actions

Participants are:

Nominated Budleigh Salterton Town Councillors

Devon County Councillor for Exmouth and Budleigh Salterton Coastal Division

East Devon Councillors for Budleigh and Raleigh Ward

Devon County Council Highway Neighbourhood Officer (Exmouth & Budleigh Coastal)

Budleigh Salterton Town Clerk

Additional Members:

Otter Valley Association

Representative from East Budleigh Parish Council

Representative from Otterton Parish Council

Remit of the Traffic and Transport Group

The Budleigh Salterton Neighbourhood Plan cites objective 10 as

“Address traffic, parking and pedestrian safety issues and ensure that transport links are maintained at least at current levels.”

CA TT1 – support the improvement of footpath provision at locations around the town where there are no footpaths or present footpaths are inadequate

CA TT2 – support and promote pedestrian safety in the High Street and other high risk locations

CA TT3 – support the appointment of an independent Town / Transport Consultant to undertake a High Street Design Review. The aim will be to examine a broad range of low

Adopted by Budleigh Salterton Town Council on 13 October 2025. Min 25.251

Version 1.1 Supersedes all previous versions



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cost and deliverable options regarding traffic flow, parking, and pedestrian safety in the High Street, Fore Street, and immediate environs.

CA TT4 – support and encourage the Town Council in its efforts to maintain the status of the free car parks adjacent to The Green in Station Road and Brook Road. A review of parking charges in the towns other pay and display car parks and on street parking charges and restrictions on Marine Parade needs to be considered in conjunction with this action to encourage their greater utilisation and thus reduce on street free parking and the congestion this can cause.

CA TT5 – explore solutions to the problem of access for emergency vehicles in the Town's side streets in consultation with residents directly affected.

CA TT6 – explore the feasibility of creating more medium-term coach parking spaces in the town.

CA TT7 – support a review of the traffic management issues at the junction of Knowle Village / Exmouth Road / Knowle Hill in order to assess the need and feasibility for any potential change.

CA TT8 - support Devon Public Transport consortium to maintain the bus service provision to the town at its current level. To pursue improvements in timetable synergy between linking routes (including rail services to and from Exmouth) particularly outside peak hours.

CA TT9 – support initiatives to integrate and improve the cycle routes and in Budleigh Salterton related signage in the town without conflicting or compromising pedestrian safety.

CA TT10 – support initiatives by the Local Authority to install Electric Vehicle Charging points in key locations.

In addition, residents write to the Town Council with views and comments about roads and pavements. These are to be discussed and shared with the Traffic and Transport group.

Devon County Council Highways Directorate updates the group on progress of initiatives and upcoming road closures.

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Speeding by individuals is a matter for the Police and not the Traffic and Transport group, however the positioning and nature of speed limits does come into the remit of the group.

Record of Work, Meetings, and Recommendations

The Group shall ensure that an agreed written record of the work and meetings of the committee is forwarded to the Budleigh Salterton Town Council for noting at the next normal Town Meeting, this will form a public document and be published with the Town Council agenda and minutes.

Partner organisations and participants will use their own internal routes of communication

Accountability

The nominated BSTC councillors on the group are accountable to Budleigh Salterton Town Council, taking direction and reporting to the Town Council. No decision on expenditure or the use of resources (for example staff time) can be taken by the group alone.

Standing Orders and Policies

Budleigh Salterton Town Council Standing Orders and Policies apply to the group.

Terms of Reference presented for consideration and approval on:

13th October 2025

Date for Review

May 2027

Author

Cllr Penny Lewis

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