

Agenda Items 11 – 14 Grant Applications

The above agenda items comprise BSTC's Q1 review of Grant applications as agreed at Min 25.449

The next assessment of grant applications will be in Q2: July/Aug 2026



Budleigh Salterton Town Council

TOWN COUNCIL GRANT APPLICATION – COVER SHEET

Name of Organisation:

Budleigh Information Centre

Contact Person:

Sarah Coles

Organisation Address:

14 Fore Street, Budleigh Salterton, EX9 6NG

What is the purpose of your organisation?

To serve and promote Budleigh Salterton, its residents, visitors, businesses and community.

Grant Request Summary

To sponsor our next community calendar for 2027.

What is the name/title of the project or activity?

2027 Budleigh Salterton Community Calendar

What are you requesting funding for?

BIC is a non-profit CIC run wholly by volunteers. For the last four years we have produced a comprehensive Community Town Calendar which contains beautiful images of Budleigh – town, scenery and wildlife. It also includes two pages of local information and emergency details, useful as a quick look-up and especially helpful for those without internet access. Our calendar is always popular, and last year we sold out by the end of November with orders from as far away as Australia. We hope to be able to produce another calendar for 2027. The calendar not only celebrates Budleigh with our community and visitors but also helps to raise important funds for the BIC so we can continue our important service to the town.

Where will the project take place?

Calendars will be sold at Budleigh Information Centre and will also available via the Visit Sidmouth online shop.

When will it take place?

We place the order with the publishers and start compiling the calendar in March. We expect the calendar to be available for sale from July 2026.

How much funding are you requesting?

To support the BIC in 2026, we would like to ask if the BS Town Council would kindly sponsor our 2027 calendar. We would be very grateful if you agree, as it would raise important funds for the BIC. We plan to order 300 copies at a quoted cost of £3.11 each, so the total outlay will be around £993 inclusive of VAT.

We will be pleased to promote BSTC alongside BIC inside the calendar and on all promotional platforms and could include a photograph of the Public Hall.

Have you applied for or received other funding for this project?

No

Please return to: Alice Gater-Wildgust, Town Clerk.

clerk@budleighsaltertontowncouncil.gov.uk



Budleigh Salterton Town Council

TOWN COUNCIL GRANT APPLICATION – COVER SHEET

Name of Organisation:

Budleigh Music Festival

Contact Person:

Dr Martyn Evans

Organisation Address:

5 West Terrace, Budleigh Salterton, Devon EX9

What is the purpose of your organisation?

Budleigh Music Festival brings internationally acclaimed artists and emerging musicians together each July, providing a flavour of current chamber music talent and trends. Concerts are broadly classical, but we seek to reflect our changing world with innovative programming to encourage a broader audience base. We aim to create musical events of the highest quality to entertain, educate, inspire and involve all parts of the local community. We seek to increase accessibility to the Festival by providing appealing programmes and events that promote inclusion and diversity, with broader opportunities to participate in music-making.

Grant Request Summary

As described in our recent Report to the Council, for our 2025 Festival BSTC supported a proportion of the costs of the ‘Family Day Musical Treasure Hunt’ on the last day of the Festival. The day was a great success for the participants, and a welcome opportunity to involve local high street businesses in a Festival event. Building on that success, and with minor variations to essentially the same format, this year we are presenting another Family Day on 27th June, with input from professionals in ‘street music’ education and practice. We are seeking funding support for this year’s event, described in more detail below.

What is the name/title of the project or activity?

‘Music for All’ – immersive, creative fun in music

What are you requesting funding for?

We are seeking support for the costs of the event. The ‘Music for All’ day will include an exciting variety of interactive creative musical workshops for all, run by *Duo Tutti* and

Sound of the Streets Band, with opportunities between sessions to visit Budleigh shops and cafés.

Duo Tutti combine professional musical performance in piano and flute, with extensive experience as creative workshop leaders with Early Years children. In these workshops the children will explore classical music through games based on pitch, dynamics, tempo, rhythm, movement and song.

Sound of the Streets are a colourful 4-piece funky brass band of virtuosic professional musicians. Their workshop is for both instrumentalists and non-instrumentalists, of all ages and at every level of playing and singing. The music, originating from New Orleans and other street music traditions, is played by ear, with free and organised improvisation.

The costs are as follows:

Artists' fees	1450.00
Workshop costs	250.00
Allocation of shared overheads	2400.00
Total	4100.00

We will ourselves fund £1,000 from reserves (and will be applying for additional funding from other sources). In order to make these workshops accessible to all and encourage participation by local families we intend to charge a modest ticket price, with total anticipated revenue in the region of £300. This leaves us presently with £2,800 to find.

Where will the project take place?

The *Duo Tutti* workshop will be staged in Temple Church, and the *Sound of the Streets* workshop in the Public Hall and, later, also in the Temple Church. Between workshops participants will be encouraged to spend time in Budleigh High Street shops and cafés.

When will it take place?

27th June 2026

How much funding are you requesting?

We are requesting £1,800

Have you applied for or received other funding for this project?

No, other than our own commitment to £1,000 from reserves.

Please return to: Alice Gater-Wildgust, Town Clerk.

clerk@budleighsaltertontowncouncil.gov.uk



Budleigh Salterton Town Council

TOWN COUNCIL GRANT APPLICATION – COVER SHEET

Name of Organisation:

Exmouth & District Community Transport

Contact Person:

Paul Hudson, Chairman

Organisation Address:

Office 2, Unit 16, Dinan Way Trading Estate, Concorde Way, Exmouth EX8 4RS

What is the purpose of your organisation?

To provide essential shopping trips and coffee/lunch outings for the Exmouth & District area, which includes Budleigh Salterton

Grant Request Summary

We are requesting a similar grant to previous years (£861 – based on 16.5p per resident) as a contribution to annual cost of operating these services – over £90,000 pa

What is the name/title of the project or activity?

Exmouth & District Community Transport

What are you requesting funding for?

To provide shopping & coffee/lunch trips for elderly residents in the Exmouth district including Budleigh Salterton. In 2025, 16 Budleigh Salterton residents went on a total of over 300 trips

Where will the project take place?

The Exmouth District including Budleigh Salterton

When will it take place?

Weekly shopping trips are available Monday and Fridays (Friday for Budleigh residences) with coffee/lunch outings available Tuesday – Friday weekly

How much funding are you requesting?

£861 – or more, if there is any more available!

Have you applied for or received other funding for this project?

Yes – DCC, Town Councils & Parishes in the area we cover

Please return to: Alice Gater-Wildgust, Town Clerk

clerk@budleighsaltertontowncouncil.gov.uk

FUNDING APPLICATION TO BUDLEIGH SALTERTON TOWN COUNCIL

Submitted by: Jen Mills

On behalf of: Shop Budleigh

Date: 10/03/2026

Amount Requested: £6,000

Purpose: Contribution towards the installation of Budleigh Salterton's Christmas Lights – Winter 2026

1. Project Overview

Shop Budleigh is seeking a grant of £6,000 from Budleigh Salterton Town Council to support the professional installation of Christmas lights in Budleigh Salterton town centre for the 2026 festive season.

The Christmas lights are an integral part of the town's seasonal identity, enhancing the community atmosphere and contributing to a vibrant, welcoming environment for both residents and visitors.

The lights provide a visually uplifting and festive experience that supports the town's economy and community spirit.

2. Objectives

- To enhance the festive appeal of Budleigh Salterton's town centre
- To promote economic health in our town and support local businesses by encouraging footfall during the Christmas period
- To foster a sense of seasonal celebration and community pride
- To ensure the lighting is installed safely, professionally, and in an environmentally responsible way

3. Use of Funds

The requested funding of £6,000 will be used to help cover:

- Professional installation and removal of the lights across the town
- Maintenance and repairs to ensure all lighting is operational and safe
- Electrical safety testing and certification
- Insurance and risk management
- Investment in energy-efficient lighting solutions to reduce environmental impact and running costs

4. Community Benefit

The Christmas lighting initiative benefits the entire community by:

- Creating a festive environment that uplifts morale and civic pride
- Supporting local retailers and hospitality businesses through increased town centre activity
- Offering a seasonal attraction that enhances the town's character, particularly on occasions such as Late Night Shopping, which was fantastically well attended again last year.
- Reinforcing Budleigh Salterton's image as a welcoming and well-presented town

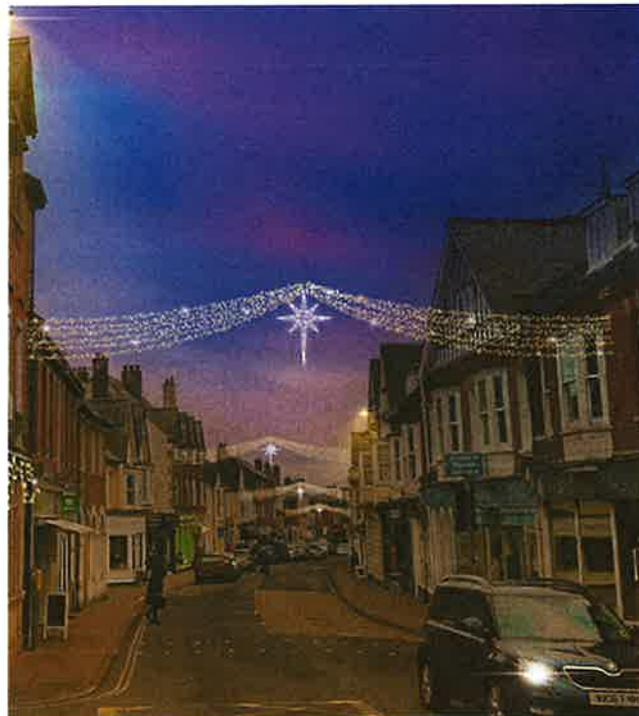
5. Additional Funding and Support

Shop Budleigh continues to seek support from local traders and partners to contribute to the overall cost of the project and currently has an additional £900 to add to the total, and are awaiting the results of other funding applications. However, Town Council support remains a vital part of the funding strategy. This grant will help ensure that the lights can be delivered to a professional standard without compromising safety or quality.

If sufficient funds are raised, we would like to add to the display by joining the High St to the Public Hall with some lights at the bottom end of Station Rd, subject to permissions.

6. Visual Example

The image below shows the Christmas lights installed on the High Street last year including the beautiful “Star of Hope” motif. We added an extra cross street design to add to the display last year, and a new display for Chapel St.



7. Conclusion

Shop Budleigh respectfully requests that Budleigh Salterton Town Council consider this application for a £6,000 contribution towards the 2026 Christmas light installation. This support will ensure the continuation of a cherished local tradition and provide a seasonal boost to the local economy and community spirit.

We are happy to provide further details or attend a Council meeting to present the proposal in person, if required.

Contact:

Jen Mills

On behalf of Shop Budleigh

07989 582096

shopbudleigh@gmail.com

Proposed Motions: Christmas Lights Provision

1. Support in Principle

To consider whether BSTC supports the requirement for the provision of annual Christmas lights within the town.

2. Financial Commitment

Subject to agreement of the above, to consider whether BSTC will commit to an annual donation or grant of approximately £6,000 plus VAT for a period of five (5) years to support the delivery of Christmas lights.

3. Establishment of a Christmas Lights Group

To consider supporting the formation of a Christmas Lights Group, comprising:

- Local traders
- Representatives from local community organisations
- At least one Town Councillor (acting as liaison between the Group and the Town Council)

4. Additionally, to consider what role BSTC will have in developing the Terms of Reference for this group.

How the matter relates to the Neighbourhood Plan or the remit of BSTC :

While there are no specific policies directly relating to this area for BSTC to operate within, the Neighbourhood Plan includes a number of community actions that BSTC has outlined its support for.

Chapter 8 Employment and Commerce, Community Action EC4: BSTC will encourage shop owners and landlords to maintain their shop frontages in good decorative order, improve the environment and overall appearance of the High Street and its environs. Objective 6. Enhance and protect community facilities for the benefit and needs of the community.

Chapter 9 Community Leisure and Wellbeing, Community Action CLW14: The Town should encourage and support community values and engagement. The town will look to support fundraising events and encourage the voluntary sector in partnership with local businesses and professionals to work together on community based projects on an ongoing basis.

These community actions are attributed to BSTC, EDDC and the now defunct Chamber of Commerce

The substance of the matter :

Shop Budleigh is seeking a grant of £6,000 from Budleigh Salterton Town Council to support the professional installation of Christmas lights in Budleigh Salterton town centre for the 2026 festive season.

The Christmas lights are an integral part of the town's seasonal identity, enhancing the community atmosphere and contributing to a vibrant, welcoming environment for both residents and visitors.

The lights provide a visually uplifting and festive experience that supports the town's economy and community spirit in more ways than we

To note that electricity has also been paid for by BSTC. 2022-2026 was £847.00

Pros & Cons:

Pros -

The lights benefit the residents, visitors, traders and it certainly enhances the late night shopping event. The Christmas period is a time of year that a lot of people look forward to and is full of tradition dating back to Victorian times, lighting our Town is one of them and marks the start of the festive season.

Cons –

Currently the organising of the "Xmas lights" falls on the shoulders of 1 person (Shop Budleigh) and this is not fair nor sustainable. Activities include:

- obtaining the quotations for installation, for PAT testing, for Insurance
- arranging for the above to be put in place
- requesting grant/donation from BSTC, Devon CC

- requesting contributions from local traders
- supervising the installation of the lights
- being present during the 'switch on'
- being on call for any issues
- supervising the removal of the lights

Likewise, the enormous stress of not knowing if the £6000.00 plus required to pay for the Xmas lights will be provided by others, again is not fair nor sustainable.

Any cost, financial or staff time, to the council

Yes, there will be a continuing annual cost of circa £6000.00 to the Council.

If it is agreed that this proposal is supported, then BSTC will need to consider the allocation of appropriate resources to enable its delivery

Any risk to the Council, current or future

The risks are:

- Shop Budleigh stops organising the Xmas lights
- Traders stop contributing (16 DID contribute out of 85 in 2025)
- There are no Xmas lights without BSTC continual financial assistance
- Unsure costs of electricity (high or low). £847 for 2022/2025, variable per annum

Agenda Item 17 Finance

TC 23.3.26

- i. To agree that Complete Cleaning Services will be paid by direct debit rather than BACS. This is an existing contract with a bimonthly invoice of £234.00.
- ii. To receive and agree budget amendments.

In order to maintain accuracy within BSTC’s financial reporting, the following budgets have been amended.

Council is asked to consider and approve the amended budget allocations as presented.

Budget 2025/2026

Expenditure – Increase

Budget Code	Description	Budget Change	Reason
126	Defibrillator	£500 → £583.95	Increased in line with usage, which is unpredictable.
160	Professional Services	£555 → £1,305	To account for fire risk assessment and asbestos survey.
235	Office Consumables	£0 → £250.00	No budget previously available for miscellaneous office items.
325	Equipment Servicing	£300 → £519.56	To account for alarm monitoring.
327	Computer Software	£2,000 → £2,594.71	Increase in staffing from 2 to 3 and associated licence requirements.
377	IT Support	£750 → £1,520	To account for new Town Councillor and staff onboarding and general IT support.
515	Cleaning	£4,000 → £5,747.69	Increase to reflect cost of waste collection.

**Expenditure –
Increase**

Budget Code	Description	Budget Change	Reason
660	Water – CG	£1,250 → £1,356.27	Increased water usage. £1,093.50 recharged to CG plot holders.
Expenditure - Decrease			
517	Consumables	£9,000 → £7,000	Reduced hall usage resulted in reduced consumable usage.
520	Maintenance	£12,000 → £11,000	Reduced hall usage resulted in reduced maintenance requirements.

Income – Correction of Allocation			
Budget Code	Description	Budget Change	Reason
40	EDDC Information Office Grant	£2500.00 → £2,628.40	Correction of budget code from PH to Council. And revised amount

Reserve	Change	Notes
CIL Reserve	£57,742.62 → £53,983.12	£1,249.50 CIL received during the period. £5,000.00 CIL expenditure for High Street Christmas Lights.

Budget 2026/2027

377	IT Support	£750.00 to £1500.00	25/26 under budgeted
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Creation of new budget code 2026/2027

370/5	Salaried	£0 to £9360	Receptionist - Staffing restructure
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Agenda Item 19 Plot Edging

TC 23.3.26

- (i) To receive and agreed the recommendation of the Community Gardens Committee to cease the practise of offering plot edging to plot holders at the community gardens.

The Substance of the Matter

BSTC currently provides replacement wooden plot edging (wood surrounds) within CG free of charge to plot holders.

Expenditure

2023 – 2026 (Year to Date): approximately £2,700 in materials, in addition to associated administration and staff time required to manage and supply the edging.

Resolution (as recommended by the CG Committee)

That Budleigh Salterton Town Council agrees to cease the provision of replacement plot edging to allotment holders due to the associated material costs and staff time required, with the position to be reviewed after 24 months.

To note the following responses submitted by Budleigh Salterton Town Council:

- i. **EDDC Play Park and Open Space Strategy (PPOSS) Consultation**
See supporting papers
- ii. **DCC – Waiting Restrictions Amendment Order – [DPS:NL:DEV001/1509:B]
(South Farm Road.)**

I. EDDC Play Park and Open Space Strategy (PPOSS) Consultation

Dear Engagement Team,

Budleigh Salterton Town Council has the following initial observations regarding the PPOSS consultation.

Budleigh Cricket Club is not referenced (see Appendix 2 – Action Plan).

Budleigh Tennis Club is also not referenced.

During discussion of plans for CIL/S106 funding associated with new developments in the Local Plan, it was noted that **Exmo_20** had not been mentioned, despite the fact that it will be one of the largest developments within the Local Plan. It also appeared that the consultants facilitating the discussion were not aware that Exmo_20 has a clear relationship with Budleigh Salterton.

More broadly, the consideration given to catchment areas for existing and proposed sports pitches appears limited. Where such analysis has been undertaken, it seems largely focused on Cranbrook and the new town, rather than reflecting the wider geography of nearby communities such as Budleigh Salterton.

The Council notes that EDDC's S106 officer, Melissa Wall, is currently meeting with the developer at Exmo_20 to discuss sports pitch provision as part of the master-planning process. Budleigh Salterton Town Council considers it important to highlight that Exmo_20 will be geographically closer to the centre of Budleigh Salterton than to Exmouth. The town already experiences a shortfall in football pitch provision. Even with the planned improvements to the BSFAC ground at Greenway Lane, provision will still not meet the needs of all youth age groups. Access to youth football pitches at Exmo_20 would therefore be highly beneficial.

The Council also considers that opportunities for additional sporting provision at Exmo_20 should be explored. This should take place in collaboration with Budleigh Salterton Town Council as well as neighbouring councils, including Exmouth Town Council and potentially Woodbury and Lymestone Parish Councils, subject to their existing provision.

Suggested approach

Budleigh Salterton Town Council seeks to ensure that the Council is actively included in discussions regarding the planning and delivery of sports facilities associated with the development.

Given that this involvement may not occur automatically through the master-planning process, consultation stages, or the planning application process itself, the Council may request that East Devon District Council establishes a working group involving relevant parish and town councils to help inform the development of sports provision at Exmo_20. Alternatively, the councils themselves may consider convening such a group.

**II. DCC – Waiting Restrictions Amendment Order –
[DPS:NL:DEV001/1509:B**

To note that BSTC contributed a comment regarding South Farm Road. Copy below

COPY of response

10.3.26

Response to MK/Dev001/1509

Budleigh Salterton Town Council acknowledges the proposal and confirmed its support. The Committee recognises that the current pattern of parking indicates that many motorists choose to park on Granary Lane to avoid paying for spaces in the Otter Estuary Car Park.

Observations indicate that, without appropriate measures, vehicles may simply relocate further south along Granary Lane, potentially exacerbating existing congestion.

BSTC thanks the relevant authorities for considering this recommendation.

Sincerely

Alice Gater-Wildgust

Town Clerk

For and on behalf of BSTC