



Budleigh Salterton Town Council

Town Clerk: Mrs J E Vanstone
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20 July 2022

You are hereby summoned to attend a Meeting of the Town Council to be held in the Council Offices, Station Road, Budleigh Salterton on Monday 25 July 2022 on the rising of the Planning Committee. The Agenda is set out below.

Mrs J E Vanstone
Town Clerk

AGENDA

- 1. Public Speaking Time (15 minutes max)**
Members of the public are invited to address the Council.
 - Each individual person exercising the right to speak during this public time is restricted to speaking for a total of 3 minutes.
 - Any questions put to the Council must be put through the Chairman.
 - The Chairman has the right and discretion to control speaking time to avoid disruption, repetition and to make best use of the meeting time.
- 2. To receive any Apologies for Absence**
- 3. Declarations of Interests in Items on the Agenda**
NB!! You must declare any personal and/or disclosable pecuniary interest in an item before it is discussed. Make sure you say the reason for your interest, as this has to be noted. If your interest is of a disclosable pecuniary nature you must leave the room. You must also declare any gifts/hospitality you have accepted in excess of £25.
- 4. Minutes**
To confirm the Minutes of the Meeting of the Town Council held on 27 June 2022.
- 5. Reports of Committees**
To note the Minutes of the following Meetings:
 - Foreshore & Footpaths Committee held on 11 July 2022
 - Community Gardens Committee held on 11 July 2022
- 6. Chairman's Report**
- 7. Clerk's Report**
- 8. Reports of Council Representatives on Other Bodies**
- 9. Reports of County and District Councillors**

10. Finance Inspection

- (i) To approve payments for the month of July 2022, in accordance with Appendix A.
- (ii) To note that the Chairman of the Finance Committee has carried out the internal finance inspection for June 2022.

11. Festive Lighting

To receive and consider a request from Budleigh Salterton & District Chamber of Commerce that this Council takes over the organisation of the Town's Festive Lighting each year.

12. East Devon District Council: Public Toilet Review – Brook Road and Station Road

To receive the draft Heads of Terms for the two buildings and consider whether this Council wishes to take over the management of said buildings.

13. War Memorial

To discuss whether this Council wishes to fund the replacement of the wooden posts and lighting around the War Memorial.

14. Request for Grant Aid 2022/23: TRIP

- (i) To agree whether to make a grant to TRIP.
- (ii) To agree the amount of any contribution.

15. Youth Council

To consider forming a working group of three councillors to explore the idea of setting up a youth council and report back to the Town Council at a later date.

16. Council Policies

- (i) To adopt amendments to the Standing Orders as per guidance received from the National Association of Local Councils and the Devon Association of Local Councils.
- (ii) To adopt an updated version of the Code of Conduct as per guidance received from the Local Government Association and the Devon Association of Local Councils.
- (iii) To adopt an updated version of the Freedom of Information Policy.
- (iv) To adopt a Retention of Documents Policy.

17. Parish Tree Warden

To appoint a Councillor to act as Parish Tree Warden as Cllr A F Chaplin wishes to relinquish this position.

18. Correspondence Received

- OVA: Summer 2022 Newsletter
- South West Museum Development: Annual Review 2020/21
- The Clerk: July 2022
- Clerks & Councils Direct: July 2022

19. Any Other Business at the Chairman's Discretion

NB!! No decisions may lawfully be made under this Agenda item.

20. Dates of Next Meetings

Planning Committee:	15 August 2022 at 7.00pm
Town Council:	15 August 2022 on the rising of the Planning Committee
Planning Committee:	5 September 2022 at 7.00pm