

BISHOPSTEIGNTON PARISH COUNCIL

MINUTES

FOR THE MEETING HELD ON MONDAY 3RD APRIL 2017

COMMUNITY CENTRE, SHUTE HILL, BISHOPSTEIGNTON

PART I

PRESENT: Cllrs. C. Morgan (Chair), R. Bailey, P. Cahill, E. Cawthraw, T. Davey, J. Grimble, K. Lambert, I. McDougall, S. Nicholson & H. Stuckey (10/11)

District Cllr T. Golder & 12 members of the public including Mr. D. Kiernan – TDC Neighbourhood Planning Officer

APOLOGIES: Cllr., M. Gollop & PSCO or Police Officer

DOI: Cllrs. Lambert & Cawthraw declared their Appendix B (non-pecuniary) interest in items 1968.01: Trim Trail as members of the Healthy Living Group.

Cllr. Cawthraw declared an Appendix B interest in item 1969: S&G.

1962 FOUR PARISH BOUNDARY STONE – Presentation from Mr. Michael Martyn

SOS *"My interest in boundary stones derives from being a member of the committee that organised the beating of Newton Abbot Town boundary in 2009 and is organising another this September; also from arranging annual beatings of the bounds of the manorial boroughs of Newton Abbot and Newton Bushel over the past 15 years or so. I have also taken part in bound beatings at Kingsteignton, Ipplepen and Chudleigh.*

Newton Abbot is adjoined by 8 parishes and the boundary marked by 14 stones, one being at one of the points where 3 parishes meet. Bishopsteignton, to my knowledge, has 7 stones, at least that is the number shown on my OS map; but it is an old one, so perhaps you have added more in recent times, as we have at Newton.

Not surprisingly, none of your stones lie on your boundary with Shaldon, Stokeinteignhead or Haccombe with Combe; but ones do mark the boundaries with Kingsteignton, Ideford, Ashcombe, Dawlish and Teignmouth. Most just mark points on the boundary between you and one of your neighbours, but one does rather more than this and is the stone to which my plea relates.

It lies at the northernmost point of the parish, alongside Rixafer Road south of Ashcombe Cross, where your parish meets not only Ashcombe and Ideford but also Chudleigh. Every parish boundary has three-parish points, there being some 400 in Devon where boundaries meet roughly in the form of a 'T'. It is very rare however for boundaries to meet in the form of an 'X' making a four-parish point, rarer still for such points to be marked by a stone.

In fact I believe in all Devon there are only four such points and yours the only one to be so marked. Such a status seems to me to justify the stone being something special, but the present one is inconspicuous and difficult to access. My hope is that your Council might, in coordination with those at Ideford and Chudleigh and Ashcombe Meetings, put up some worthier mark, a hope I express in the following poem:

*Each year around Rogationtide
folk go bound-beating nationwide,
and on their rounds 'oft times will beat
at points three parishes do meet.*

*But it is rare to find a stone
four parishes can claim to own,
so surely if one ever did
one might not 'spect it to be hid.
Well in all Devon, far as I know,
just one such stone exists - but oh!
you'd search some time to find it. So...*

*This poem, Ideford, makes a plea,
that you and Ashcombe and Chudleigh
and Bishopsteignton will confer,
walk 'long the road called Rixafer,*

*And 'stead of mark too easy missed,
put up some little obelisk;
of granite, square, no need too high,
but lettered clear: C A B I*

Mr. Martyn was thanked for his presentation and poem and taking the time and interest in this matter. Members asked several questions regarding exact location and landownership. Cllr. Davey offered granite stone which could be used and contact details of a possible stone mason for engraving. It was agreed for BPC to stay in contact with Mr. Martyn, via the Clerk, in particular to report back after his meetings with the other Parishes concerned.

1963 BNDP

Adoption: The draft referendum version of the Bishopsteignton Neighbourhood Plan following inclusion of the recommendations of the Neighbourhood Planning Examiner had been reviewed by members prior to the meeting.

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There were no amendments suggested or queries raised by BPC members. It was proposed by Cllr. Cawthraw, seconded by Cllr. Stuckey, agreed unanimously and therefore **RESOLVED** for BPC to adopt this version of the plan to be submitted to Teignbridge District Council and recommended for referendum for adoption.

Promotion: The Clerk reported that prior to referendum some promotional material, leaflets and content for the website would be required. Mr. Kiernan agreed that TDC could provide printing services for the material but this would need to occur before the referendum period begins. He confirmed that dates for referendum, actual day and period, could be set over the next few weeks. Cllr. McDougall and Cllr. Morgan offered to produce some content together.

1964 RATIFICATION OF MINUTES OF THE FOLLOWING MEETINGS

- .01 For Parish Council Meeting held 06.03.17 it was proposed by Cllr. Cawthraw, seconded by Cllr. Davey, that these be approved and signed as a true and correct record. Agreed unanimously by all who attended therefore **RESOLVED**.
- .02 For Planning Committee Meeting held 20.03.17 it was proposed by Cllr. Morgan, seconded by Cllr. Davey, that these be approved and signed as a true and correct record. Agreed unanimously by all who attended therefore **RESOLVED**.
- .03 For Finance and Personnel Committee Meeting held 27.03.17 it was proposed by Cllr. Cawthraw, seconded by Cllr. Bailey, that these be approved and signed as a true and correct record. Agreed unanimously by all who attended therefore **RESOLVED**.

1965 RECOMMENDATIONS from Finance and Personnel Committee

- .01 Adoption by BPC (full council) of the draft job description of the Parish Clerk, RFO & Burial Clerk to Bishopsteignton Parish Council (appendix A to the agenda). It was proposed by Cllr. Bailey, seconded by Cllr. McDougall for this document to be adopted. FOR: 9, AGAINST: 0, ABSTENTION: 1. Therefore **RESOLVED**.
- .02 Adoption by BPC (full council) of the draft contract of employment of the Clerk to Bishopsteignton Parish Council (appendix B to the agenda). It was proposed by Cllr. Davey, seconded by Cllr. Cawthraw for this document to be adopted. FOR: 9, AGAINST: 0, ABSTENTION: 1. Therefore **RESOLVED**.
- .03 Resolve to bring forward the August Parish Council meeting, due to be held 07.08.17, by one week to take place on Monday 31.07.17 to allow for Clerks annual leave. It was proposed by Cllr. Cawthraw, seconded by Cllr. Bailey, agreed unanimously and therefore **RESOLVED**.

1966 DISTRICT COUNCILLOR REPORT

Cllr. Golder offered thanks to BPC and parishioners for the encouraging Annual Parish Meeting which was held 20.03.17.

He expressed concern about the lack of police representation at BPC meetings in recent months and understood the Council had similar concerns. He highlighted that the largest portion of parishioners' council tax bill is for the services of Devon and Cornwall Police, as well as the fire service.

Cllr. Golder talked about his recent actions for vegetation clearing along La Roche Maurice walk and encouragement of litter collection around the village.

1967 PLANNING

The following new planning applications were discussed to agree comments to send to Teignbridge District Council as the Local Planning Authority:

- .01 **App No:** 17/00659/TPO - Land At 9 Canons Close
Proposal: Crown lift by 5m and crown reduce by 4m one tree
It was proposed by Cllr. Davey, seconded by Cllr. Bailey, for the following comment to be submitted. Agreed unanimously therefore **RESOLVED**.
PC Comments: No objection. Bishopsteignton Parish Council would support the replacement of this tree is a request was made.
- .02 **App No:** 17/00721/FUL – 29 Manor Road
Proposal: Replacement roof material and cladding to three external elevations and front porch
It was proposed by Cllr. Stuckey, seconded by Cllr. Morgan, for the following comment to be submitted. Agreed unanimously therefore **RESOLVED**.
PC Comments: No objection.

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.03 **App No:** 17/00652/FUL – 18 Radway Hill

Proposal: Single storey extension

It was proposed by Cllr. Davey, seconded by Cllr. Lambert, for the following comment to be submitted. Agreed unanimously therefore **RESOLVED**.

PC Comments: In principal there is no objection to the proposal however Bishopsteignton Parish Council would suggest that South West Water are consulted. The plan enclosed shows both main water and sewage pipes are in very close proximity to the proposed work.

.04 Current Approvals, Refusals, Withdrawals and Appeals were **NOTED**.

.05 **OTHER PLANNING: Public Consultations:**

Greater Exeter Strategic Plan Consultation.

Cllr. Cawthraw reported her attendance at the open day and felt BPC should respond to this consultation especially in light of the fact this plan sits above the Local Plan, which sits above the BNDP, once adopted. The Greater Exeter Strategic plan was discussed briefly and it was decided for members to submit their answers to questions 1-6 to the Clerk within the next week and for these to be collated into a response to be submitted.

1968 COUNTRYSIDE & RECREATION

.01 **Trim Trail – Deferred from BPC meeting held 06.03.17**

A request was received from Mr. E. Stephenson, Chairman of the Healthy Living Group (HLG), for in principal support from BPC for a Trim Trail at The Lawns; for them to pursue research and preparation of documentation to show costing, maintenance, insurance, etc. This was discussed at length and it was proposed by Cllr. Stuckey, seconded by Cllr. Davey, agreed unanimously and therefore **RESOLVED** for the clerk to send a response to the HLG, via Mr. Stephenson, suggesting that no further research is conducted until the Parish Council Countryside and Recreation Committee have produced a Management and Maintenance plan for The Lawns and for this plan to be adopted by BPC. After which time the HLGs proposal will be reconsidered by BPC.

.02 **Bishopsteignton School Sports Day at the Village Green**

Following a request made by Mrs. L. Shackleton, manager at Bishopsteignton primary school, requesting permission from BPC to use the Village Green for their sports day to be held 07.06 or 21.06; weather permitting. It was proposed by Cllr. Stuckey, seconded by Cllr. Lambert, agreed unanimously and therefore **RESOLVED** to grant permission for this use. NB. Insurance and risk assessments to be carried out by the school/DCC directly.

1969 S&G HQ

A response from S&G representatives was reviewed by members prior to this meeting. This was discussed at length and it was agreed that no further communication was required other than acknowledgement of receipt.

1970 BPC PROGRESS ‘PR1704’ was reviewed and the following comments made:

HIGHWAYS:

- Cllr. Davey reported he has sent a letter to DCC Highways department requesting consideration is given to the installation of barriers following a further accident through the hedge. Cllr. Nicholson proposed that BPC send a letter in support of Cllr. Davey’s letter to DCC Highways. This proposal was seconded by Cllr. Morgan. FOR: 9, AGAINST: 0, ABSTENTION: 1. Therefore **RESOLVED**.
- Cllr. Lambert commented on the poor quality of recent pothole repairs, particularly at the bottom of Murley Crescent and Coles Barn/Church Road. Many members agreed with this sentiment and it was proposed by Cllr. Lambert, seconded by Cllr. McDougall, for the Clerk to report this issue to, and seek a response from, our Neighbourhood Highways Officer, Vicki Braddon.

C&R:

- Cllr. Stuckey reported she would not be organising this year’s Easter Egg Hunt at the Lawns but would be handing this over to Mrs. Sarah Lewis. The clerk is to liaise with Mrs. Lewis to ensure a risk assessment is carried out and sufficient insurance is obtained by the organisers.
- Cllr. Cahill reported the RoSPA inspection had been carried out and the Clerk confirmed receipt of the inspection reports. A site meeting is to be arranged with Mr. D. Gallimore of BGS to agree the remedial works required.
- Cllr. Nicholson raised concerns regarding TDC spray-painting paths owned by BPC without prior permission.

MAINT:

- Cllr. Nicholson reported she had compiled a parish map of bench locations in preparation for a condition assessment of all the parish owned seats and benches. A survey will be arranged shortly.

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1971 FINANCE

.01 PAYMENTS APPROVED:

		£
HMRC	Tax & NI	159.68
K.Ford	Salary & Expenses March 2017	1093.05
DCC Pension Fund	Contribution to Clerks Pension	291.42
Bishopsteignton Community Centre	Q1 17/18 Rent Advance	600.00
BGS Ltd	Q4 16/17 Parish Maint. & Grass Cutting Contract	3384.00
BGS Ltd	Q4 16/17 Additional Maintenance	1770.00
Mr. T. Martin	Toilets Cleaning Contract Q4 16/17	625.00
L.M. James	Q4 16/17 Sports Area Caretaker duties & expenses	522.60
Playsafety Ltd	RoSPA Inspection 2017	218.40
DAC Beechcroft Claims Ltd	Play Areas: VAT on legal services	104.50

.02 RURAL AID 2017

The Clerk reported that no applications from Community organisations had been received. Cllr. Morgan explained his proposal to submit an application for this funding for use to purchase speed activated warning signs and banners for community use. This was seconded by Cllr. Cahill, agreed unanimously and therefore RESOLVED. Cllr. Morgan to prepare paperwork for submission by the Clerk.

.03 BANK RECONCILIATION: - As at 31.03.17

Cumulative Receipts	148082.78
Cumulative Payments	<u>71384.45</u>
Balance per Cash Book	<u>76698.33</u>
Lloyds TSB Treas.	1387.87
Lloyds TSB Premier	65310.56
Lloyds TSB Fixed Term	<u>10000.00</u>
Closing Balance per Bank Statements	<u>76698.43</u>
Outstanding Banking/adjustment:	<u>-0.10</u>
BALANCE	<u>76698.33</u>

.04 BPC RESERVES:- As at 28.02.17

Burial Account	44471.44	Includes St. Johns precept
Admin	4016.53	Includes staffing cost, rent, elections contingency, insurance, etc.
Maintenance	1465.79	Includes public toilets fund
Countryside & Recreation	19.94	Includes Sports Area Income
Loan Repayment	8625.71	Cross House/Bishops Avenue Car park scheme
Agency Grants	-227.09	Includes P3 grant
Monies held in Trust	876.34	Cricket Club, Bench donation, Playdays
Electoral Funding 2015/16	0.00	Restricted use: Defibrillator.
S137/S106/Grants Donations	4244.30	Trim Trail, Defib & Play areas
VAT	-1068.98	Balance of repayments and amount to be claimed from HMRC
TOTAL	62423.98	
Bank Balance	76698.33	after adjustment shown in bank reconciliation above
Restricted/Earmarked Funds	62423.98	81% of Bank balance
Contingency (Quarterly outgoings)	10271.50	13% of Bank balance
BALANCE AVAILABLE/UNRESTRICTED FUNDS	4002.85	6% of Bank balance

1972 PUBLIC PARTICIPATION

Mr. David Price, representing S&G, made a brief statement to clarify S&Gs intentions regarding their request for land.

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The Chairman closed PART I of the meeting at 9.11PM

PART II

PRESENT: Cllrs. C. Morgan (Chairman), R. Bailey, P. Cahill, E. Cawthraw, T. Davey, K. Lambert, I. McDougall, S. Nicholson & H. Stuckey (10/11)

APOLOGIES: Cllrs. Gollop & Grimble.

DOI: None declared.

1973 BISHOPS AVENUE CARPARK SCHEME

Cllr. Davey and the Clerk updated members on progress with this project.

The complication with BT apparatus in the pavement was also explained.

3 quotes had been received from contractors to provide railing. These were compared and reviewed. It was proposed by Cllr. Bailey, seconded by Cllr. Lambert, and agreed unanimously to appoint G. B. Wilson Services. **RESOLVED.** Clerk to liaise with contractor.

1974 LEGIONELLA TESTING AT PUBLIC TOILETS

This issue was briefly discussed. No action was proposed. Cllr. Morgan offered to investigate further into the requirements by law to carry out testing and the options available to BPC; such as self-testing, flushing the system, etc. Cllr. Morgan to report findings at a future meeting.

The Chairman closed PART II of the meeting at 9.32PM