

BISHOPSTEIGNTON PARISH COUNCIL

MINUTES

FOR THE MEETING HELD AT 7PM ON MONDAY 5TH MARCH 2018

BISHOPSTEIGNTON COMMUNITY CENTRE, SHUTE HILL

- PRESENT:** Cllrs. C. Morgan (Chair), E. Cawthraw, T. Davey, K. Lambert, I. McDougall, H. Merritt, S. Nicholson & (7/9) & 4 members of the public.
- APOLOGIES:** Cllrs. R. Bailey & P. Cahill. PSCO. S. Bunce, PC. R. Harvey, District Cllr T. Golder, County Cllr. R. Peart
- DOI:** Cllr. T. Davey declared an appendix B interest for item 2114.04: Bakers Yard (paragraph 3 only).
Cllr. E. Cawthraw declared an appendix B interest for item 2118.02: S137 Donation to 1st Bishopsteignton Scouts.

PART I

2110 RATIFICATION OF MINUTES OF THE FOLLOWING MEETINGS

- .01 Parish Council Meeting held 05.02.18 it was proposed by Cllr. Cawthraw, seconded by Cllr. Merritt, that these be approved and signed as a true and correct record. Agreed unanimously by all who attended therefore **RESOLVED**.
- .02 Planning Committee Meeting held 19.02.18 it was proposed by Cllr. Cawthraw, seconded by Cllr. Nicholson, that these be approved and signed as a true and correct record. Agreed unanimously by all who attended therefore **RESOLVED**.
- .03 Countryside & Recreation Committee Meeting held 19.02.18 it was proposed by Cllr. Lambert, seconded by Cllr. Merritt, that these be approved and signed as a true and correct record. Agreed unanimously by all who attended therefore **RESOLVED**.

2111 RECOMMENDATIONS: From the Countryside & Recreation Committee:

1. As recommended it is proposed by Cllr. Lambert, seconded by Cllr. Morgan, that Cllr. C. Morgan and Cllr. H. Merritt are added as members of the Countryside and Recreation Committee. Agreed unanimously therefore **RESOLVED**.
2. As recommended it is proposed by Cllr. Lambert, seconded by Cllr. Merritt, that the updated Terms of Reference for the Countryside and Recreation Committee be adopted (CR TOR v04 1803 includes amendments as set out in minute ref: RM056 a-e). Unanimously agreed therefore **RESOLVED** to adopt.

2112 POLICE REPORT: Reported crimes from 06.02.18 to 05.03.18

- Criminal Damage to Vehicles – x11 incidents of criminal damage to vehicles throughout the village, all on the same night of 11th February. Believed to be committed by the same group of youths.
'Reassurance patrols have been conducted in the area, there is no council cctv in Bishopsteignton but there is some private cctv which has been downloaded from a house in West Street. This cctv shows three males walking down West Street at 0243 and then turning right into Forder Lane at 0245 hrs. The Facebook appeal has been negative result at this time. Several local residents have been spoken to all stated that they had heard about the damage but were unable to provide any other information'. No further leads at present.
- Theft from Motor Vehicle – Forced entry to transit van parked on driveway and power tools stolen. Not related to the spate of vehicle damage and is still currently under investigation.

2113 DISTRICT COUNCILLOR REPORT

A report from the District Councillor had not been forwarded but the clerk report Cllr. Golder was working with parishioner to agree an additional refuse collection through those parts of the village affected by the power cut. Updates would be reported on social media when arrangements were finalised.

2114 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:** 18/00132/LBC – Cross House, Fore Street
Proposal: Repair works to leading around the bellcote and internal works to provide additional support
It was proposed by Cllr. Nicholson, seconded by Cllr. Cawthraw, for the following comment to be submitted. Agreed unanimously therefore **RESOLVED**.
- PC Comments:** No objection provided the Local Planning Authority Design & Heritage Officer approves of the proposed works.
- .02 **App No:** 18/00312/FUL – 7 Shute Court, Shute Hill
Proposal: Conservatory to rear
Members felt it wise to review comments from neighbouring properties before responding, therefore it was proposed by Cllr. Cawthraw, seconded by Cllr. Lambert, to defer consideration of this application until the BPC Planning Committee meeting to be held Monday 19.03.18. Agreed unanimously therefore

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DEFERRED.

.03 The following current Approvals, Refusals, and Appeal decisions were **NOTED**.

APP REF.	ADDRESS	PROPOSAL	DECISION TO REPORT	DATED
18/00262/FUL	Stannings	Erection of a garage	GRANT OF CONDITIONAL PLANNING PERMISSION	5-Mar-18
17/02259/FUL	Elford, 10 Murley Crescent	Rear extension and raising and extension to roof to form additional accommodation	GRANT OF CONDITIONAL PLANNING PERMISSION	22-Feb-18
APP/P1133/W/17/3185285	Fair Isle, 39 Teign View Road	Appeal made against the refusal of application Ref 17/01494/FUL - Erection of a single storey dwelling	The appeal is dismissed	16-Feb-18
17/03006/CAN	Samsara, Radway Hill	Fell one birch tree	the Council does not object to this proposal	25-Jan-18
17/02847/FUL	12 Great Furlong	Two storey extension to replace existing conservatory	GRANT OF CONDITIONAL PLANNING PERMISSION	16-Jan-18
17/02882/FUL	Higher Humber Farm, Humber	General purpose agricultural building and re-surfacing of existing access track	GRANT OF CONDITIONAL PLANNING PERMISSION	16-Jan-18
17/02881/FUL	Higher Humber Farm, Humber	General purpose agricultural building and re-surfacing of existing access track	GRANT OF CONDITIONAL PLANNING PERMISSION	16-Jan-18

.04 **Bakers Yard**

Cllr. Davey advised of a complaint made to TDC by the owners of Orchard Cottage. This property borders the land known as Bakers Yard and for some time the owners has been aggrieved by the state of the disused brownfield site feeling it is reducing their chance of selling Orchard Cottage; so much so they are currently refusing to pay the council tax and pursuing TDC to take action. Members agreed the state of Bakers Yard posed many health and safety risks and strong enforcement was required. It was proposed by Cllr. Davey that an assertive letter be sent to Teignbridge District Council insisting action is taken, seconded by Cllr. Nicholson. Agreed unanimously therefore **RESOLVED**.

Cllr. Morgan suggested wording within the BNDP be reviewed to move away from work to live units (policy BSE1) allowing Bakers Yard to become an exception site for the use of affordable housing. Whilst this notion was understood and would resolve the state of the site it was unlikely to be agreeable to the owners who placed a higher value on the land. No action resolved.

Cllr Nicholson reported the arrival of a mobile home/storage facility at Green Oaks, the property on the other side of Bakers Yard, asking if this was permitted or should enforcement action be taken.

DOI Cllr. Davey declared an interest but remained in the room.

Neither the Clerk nor BPC members were sure of the planning legislation for mobile homes/storage on private land. It was agreed for the clerk to conduct research and advise the council in due course.

.05 **Teignbridge Local Plan Review**

Cllr. Morgan reported that a district wide consultation and review of the boundaries within the Local Plan was imminent and this may have an effect on the BNDP. An information session at TDC was being arranged, clerk to advise further.

2115 CEMETERY

Members had reviewed the amendments recommended by the Clerk. Most were acceptable but discussion arose concerning item 21. It was proposed by Cllr. Lambert, seconded by Cllr. Merritt, that the updated Cemetery Regulations (BPC.Cem.Reg.180305v01) be adopted subject to minor amendments to item 21, to be approved by the Council before publication. This was agreed unanimously therefore **RESOLVED**.

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2116 COUNCILLOR ADVOCATE SCHEME

Members discussed the merits of joining this scheme, established to enable local Council representatives to liaise with Decon & Cornwall Police; Cllr. Morgan nominated himself for the role. It was proposed by Cllr. Morgan, seconded by Cllr. Cawthraw, for Cllr. Morgan to enrol onto the scheme on behalf of Bishopsteignton Parish Council. FOR: 6, ABSTAIN: 1. Therefore **RESOLVED**.

2117 MEMBERS REPORTS

.01 **BERT: Report provided by Mr. Roger Gallagher** – See Appendix A at the end of these minutes

Mr. Gallagher was thanked for all the efforts he and the team gave over the emergency period and was asked if he would be prepared to read the same report at the upcoming Bishopsteignton Annual Parish Electors Meeting.

.02 **Housing Needs Survey: Report provide by Cllr. Cawthraw**

It was reported that despite the delivery of a survey to each household it would increase the outcome of a good return if an electronic version of the survey could be made available on the website. Cllr. Cawthraw explained there would not be a problem with duplications. It was proposed by Cllr. Cawthraw, seconded by Cllr. Morgan to publish the online survey. Agreed unanimously therefore **RESOLVED**.

.03 **Teign Estuary Coastal Partnership Forum: Report provided by Cllr. Morgan**

Cllr. Morgan reported the attendance of him and Cllr. Bailey at the Teign Estuary Partnership Forum held in Teignmouth. Written material from the event was available to view in the Parish Council office including details of TEP grants.

.04 **TALC & GDPR**

Cllr. Merritt reported that the next meeting of Teignbridge Association of Local Councils (TALC) is to be held on 29.03.18 and the main item on the agenda is General Data Projection Regulations. The clerk added she had taken part in online webinar on GDPR and has a second training session with Devon Association of Local Councils (DALC) on 13.03.18.

2118 FINANCE

.01 **PAYMENTS APPROVED:**

		£
HMRC	Tax & NI	186.30
Mrs. K. Ford	Salary & Expenses for February 2018	1250.77
DCC Pension Fund	Contribution to Clerks Pension	341.87
C. Morgan	Expenses: Stationery/Office Equipment	189.96

And as agreed in item 2118:02 (below)

Bishopsteignton Scouts	Donation for community work	250.00
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.02 S137 DONATION:

DOI Cllr. Cawthraw declared an appendix B interest and remained in the room.

The Chairman suggested consideration is given to his proposal that a donation is given to 1st Bishopsteignton Scouts by way of thanking them for all their recent efforts to help the community. At the beginning of February they conducted that annual Public Right of Ways condition surveys then at the end of the month hand-delivered housing needs surveys to over 1200 doors in the Parish, saving the Parish council in excess of £700. This donation is to be made under Section 137 of the Local Government Act 1972: Power of local authorities to incur expenditure for certain purposes not otherwise authorised.

The amount was discussed and it was proposed by Cllr. Lambert, seconded by Cllr. Morgan to make a donation of £250. This was agreed unanimously and therefore **RESOLVED**. Clerk to arrange payment.

.03 **BANK RECONCILIATION: - As at 28.02.18**

Cumulative Receipts	149549.18	Lloyds TSB Treas.	88166.54
Cumulative Payments	59994.12	Lloyds TSB Premier	1388.52
Balance per Cash Book	<u>89555.06</u>	Closing Balance per Bank Statements	<u>89555.06</u>

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.04 **BPC RESERVES:-** As at 28.02.18

Burial Account	46326.24	Bishopsteignton Cemetery use only
Admin	1977.84	Includes staff cost, rent, election, insurance, etc.
Maintenance	2783.04	Includes toilets, Carpark, St. Johns Churchyard.
Countryside & Recreation	827.94	Includes Sports Area Income
Car Park Enhancement scheme	7570.37	Bishops Avenue Carparks
Agency Grants	162.91	Includes P3 grant
Monies held in Trust	1026.63	Cricket Club, Bench donation, Playdays
SUNDRIES	6515.59	S106/CIL/Grants/Donations
S137	215.00	
Trim Trail	2407.90	
NLS	2735.87	
Emergency Plan	-140.00	(2x TMCE Course, to be moved to Maintenance)
VAT	-1444.77	balance to be claimed from HMRC
TOTAL	70964.56	

Bank Balance	89555.06	as bank reconciliation above
Restricted/Earmarked Funds	70964.56	79.2% of Bank balance
Contingency (Quarterly outgoings)	10214.47	11.4% of Bank balance
BALANCE AVAILABLE/UNRESTRICTED FUNDS	8376.03	9.4% of Bank balance

2119 PUBLIC PARTICIPATION

A resident of Fore Street who has recently moved into the village raised concerns about many aspects of parking and speeding traffic in the vicinity of her home. She wished for the relevant authorities to consider the implementation of 20mph speed limit through the village, additional parking provision/restrictions. The Chairman expressed understanding for her concerns and the fact these issues are faced by many residents on a daily basis but highlighted that these ongoing issues had been raised regularly to Devon Highways by the Parish Council. The Clerk is to forward Polly the details of the DCC Highways Customer Service Centre and our County Councillor Mr. R. Peart for her to pursue the matter further if she wished.

The Chairman closed PART I of the meeting at 8.49PM

PART II

2120 COUNTRYSIDE & RECREATION

Cockhaven Close Play Area Fencing Enhancement

Further to discussion at PART II of the PC meeting held 05.02.18 the clerk reported only one quotation had been returned containing the additional information requested. It was agreed that a decision could not be made without comparison to a quote from an alternative contractor. Further liaison required.

2121 ANNUAL PARISH MEETING REFRESHMENTS

Options were briefly discussed; with or without alcohol. It was proposed by Cllr. Cawthraw, seconded by Cllr. Merritt, that the meeting attendees be provided teas, coffee and soft drinks only. FOR: 4, Against: 3. Therefore **RESOLVED**.

The Chairman closed PART II the meeting at 9.12PM

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Appendix A: Bishopsteignton Volunteer Group Extreme Weather Action Report

Introduction:-

The recent extreme weather event produced 3 main areas of concern for the village.

1. Severe snowstorm with gale force winds creating a period of blizzard conditions.
2. Freezing Rain, which led to -
3. Severe power outage in 259 homes in the east of the village.

I can only recall 1 other similar event in 38 years within the village, and although that included a major power cut for the whole village, there was no particular instance of freezing Rain to exasperate the situation.

Bishopsteignton does not at this moment in time have an adopted Emergency Resilience Plan, as recommended by government. There have been efforts over a number of years to get a plan in motion and the very detailed and dedicated work done by Mr. Shaw and Mr. Hunt in writing a draft plan, formed the basis of a new subcommittee working under the auspices of the Bishopsteignton Parish Council to take this plan further after Mr. Shaw felt he was unable to do at the time.

This new committee formed and produced Bishopsteignton Emergency Resilience Team or BERT. The committee has undergone several changes in personnel over the months but are well on the way to finalising a workable plan to present to the Parish Council and subsequently village residents.

The timescale for this finalisation should be in May.

The 3 main parts of this plan is: - Be prepared, Respond and Recover.

After hearing that for the 1st time ever, a red Met Office warning had been issued which bordered on to our area, BERT team members, acting solely as volunteers, decided to effectively instigate a BERT Extreme Weather Plan.

Be prepared:-

Wednesday 28th Feb - afternoon - Under the guidance of the Parish Snow Warden, allocated team members gritted the main crossroads in the village and signs were put out asking vehicle owners to park responsibly to allow a gritting lorry through. Warnings were also issued on social media (village website, Facebook and Twitter).

Thursday 1st March – morning - More warnings were issued. Volunteers and members of the public were helping pushing vehicles as road surfaces were overcome by snow. By Thursday evening there were total blizzard conditions which produced deep drifting snow which during the night turned to freezing rain. This caused the power lines in the Ashill area to be totally immersed in ice which lead to the power failure that occurred at 04.00hrs on Friday morning leaving the east of the village without power.

Respond:-

Friday 2nd March - morning - contact was made with Western Power as to the likely time of the electricity to be returned.

Firstly 08.00 then 9, 12, 4, 8 then midnight. When the warning came that it would be midnight, BERT team members responded by conducting a welfare check on the residents affected. Most properties were knocked on and residents were very grateful to know that they were being checked on. Vulnerable residents were identified and in the true British spirit, micro pockets of residents were helping themselves out. They were generally cold, but had access to hot food and drinks.

Saturday 3rd March - morning - Western power had revised their schedule to 12.00. Once again we conducted another welfare check round which included visiting the WP workers at 09.00 who had just finished their works and were packing up. They had a schedule of restoring power by 10.00. We had increasing concerns, as we had kept in contact, for residents at the bottom of Coombe Way who are all supplied by electric alone. A batch of hot soup and water was made and delivered to very grateful residents. A further welfare check was scheduled for 16.00hrs when the electricity was subsequently restored at 13.00hrs.

Movement throughout the morning was further hampered by ice laden tree branches falling and large icicles falling.

At 14.00 hrs, although snow was still lying we felt that the serious part of the emergency had ended. The rapid thaw set in throughout the rest of the day and overnight and so team members made a late dash to check that drain covers were clear.

Sunday 4th March - morning, Heavy rain continued to wash snow away and drains were working well. Our next concern was the chance of flooding, from either burst mains water pipes or residents. We received none apart from the council owned Public Toilets!

Recover:-

Satisfied that the emergency was over, we went in to the Recovery mode which carries on as we speak.

Firstly we had an immediate debrief meeting yesterday (Sunday) afternoon where we reviewed what had happened, what we may have done differently, the reasons for any failings and what can be done in any future similar event.

Currently we are liaising with Teignbridge D.C. to organise collections of ruined freezer food and we continue to inform

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residents, through social media, of developments.

We shall have a full debrief meeting with the full team on the 20th March.

Conclusion:-

This severe weather event has put a strain on a lot of people throughout the village and beyond. I was so glad that we had a general plan in place to enable us to get out and help. But at the end of it all, the community came together superbly to help and look after each other.

We have learnt a large amount for future planning and I'm pleased to say we have already had over 50 instances of offers for help to become Bishopsteignton Neighbourhood Volunteers.

The influence of Parish Facebook and website pages has been good and the Bishop Banter Page has had people sat in their cars charging their phones to keep up to date with what's going on and offers for help. Over 5,000 page views over 4 days. This has been a difficult few days, but I would like to thank everyone in this great community we live in, who have pulled together to help get through a very difficult period.

Roger Gallagher

05/03/2018