

BISHOPSTEIGNTON PARISH COUNCIL

MINUTES

FOR THE MEETING HELD ON MONDAY 16TH APRIL 2018

BISHOPSTEIGNTON COMMUNITY CENTRE, SHUTE HILL

PRESENT: Cllrs. T. Davey (Chair), P. Cahill, E. Cawthraw, J. O. Grimble, K. Lambert, I. McDougall, H. Merritt, S. Nicholson & (8/10). District Councillor T. Golder & 4 members of the public.

APOLOGIES: Cllrs. R. Bailey & C. Morgan. PSCO. S. Bunce, PC. R. Harvey, County Cllr. R. Peart

DOI: Cllr. J. O. Grimble declared a pecuniary interest in item 2124.02: Planning.
Cllr. Merritt declared an appendix B interest for item 2.0: Finance: Rural Aid.
Cllr. Lambert declared an appendix B interest for item 2124.01: Planning.

2122 RATIFICATION OF MINUTES OF THE FOLLOWING MEETINGS

Parish Council Meeting held 05.03.18 it was proposed by Cllr. Cawthraw, seconded by Cllr. McDougall, that these be approved and signed as a true and correct record. Agreed unanimously by all who attended therefore **RESOLVED**.

2123 DISTRICT COUNCILLOR REPORT

Cllr. Golder reported on the Local Plan review due to take place imminently; that all Towns and Parishes shall be consulted as well as a public consultation period. Part of the proposals include upgrading Bishopsteignton to a Main Village. Cllr. Golder warns TDC could be looking to stretch land supply therefore BPC should remain mindful of the changes.

2124 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:** 18/00548/FUL – Teignmouth Golf Club

Proposal: Erection of Indoor Practice Building

Members discussed the application. It was proposed by Cllr. Cawthraw, seconded by Cllr. Cahill and agreed unanimously to submit the following comment. **RESOLVED**.

PC Comments: No objection.

.02 **App No:** 18/00549/FUL – 2 Great Furlong

Proposal: Single storey side extensions and detached garage

Cllr. J. O. Grimble left the room.

Members discussed the application and heard from neighbouring objectors. It was proposed by Cllr. Nicholson, seconded by Cllr. McDougall and agreed unanimously to submit the following comment. **RESOLVED**.

PC Comment: BPC wish to reinforce the comments they gave for the previous application at this address (17/01860/FUL)

BPC have concerns over the potential overbearing impact to the street scene by this proposal. They feel it is overdevelopment for this part of the site which will leave the plot unbalance. A Devon County Council Highways assessment should be carried out; the garage entrance being opposite the drive way entrance to 3 Great Furlong causes concern for safety as well as front entrance steps which seem to encroach on the pedestrian footpath.

In the Made Neighbourhood Development Plan for Bishopsteignton 2013-2033 the community said it "supports good design that contributes positively to the area's character" which is reflected in policy BSC5 which states - "...and ensure development is not intrusive and relates sympathetically to natural and built features in the landscape."

BPC feels that the overall layout and spacing of Great Furlong has always been a feature in this extremely prominent area as viewed from the wider landscape (which is classified and protected as Undeveloped Coast under Local Plan Policy EN2). We would not wish to see the balance of spacing interrupted by an extension on the west side of 2 Great Furlong.

The proposed development still represents an overdevelopment of the western part of the plot and would result in cramped form of development which would represent a poor quality development that would appear as an incongruous addition in the street scene and would fail to integrate with or enhance the adjacent built environment resulting in an intrusive form of development. The proposal is therefore contrary to Policies S1A (Presumption in favour of Sustainable Development), S1 (Sustainable Development Criteria), S2 (Quality Development) and WE8 (Domestic Extensions, Ancillary Domestic Curtilage Buildings and Boundary Treatments) of the Teignbridge Local Plan 2013 – 2033.

MINUTES Continued
FOR THE PARISH COUNCIL MEETING HELD ON 16.04.18

.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/D1494/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 YELLOW NOTICE POLICY

Cllr. Nicholson queried the terms of the policy for displaying yellow notices by the Local Planning Authority. IT was agreed for the clerk to consult TDC and report back to the full council or planning committee whichever was sooner.

.05 Cllr. Nicholson asked if a response from TDC had been received to the query about mobile homes/caravan and containers being kept at properties. The clerk reported that nothing had been received and this enquiry shall be chased.

2125 MEMBERS REPORTS

.01 **Housing Needs Survey** – Cllr. Cawthraw reported that the results of the Housing Needs Survey had been collated and Devon Communities Together were producing a report of their finding; available soon.

.02 **Teignbridge Association Local Councils** – Cllr. Cawthraw reported her attendance of the recent TALC meeting and that the secretary, Dudley Swain, shall continue in this role if agreeable to the District Council despite his resignation from Local Council involvement.

.03 Clerks Report – The clerk reported an update on the following:-

- Transfer of Bishops Avenue Car Park from TDC: Awaiting further instruction from solicitor.
- Night Landing Site: Currently with Toby, DAA, who is negotiating with TDC as land owner. Possibly sending a HOT for a lease agreement for BPCs consideration.
- Footpaths – a request had been made by a member of the public for a kissing gate to replace the stile on FP11 (Cemetery). This idea was keenly met by BPC members present. The clerk to investigate further with DCC PROW warden. The purchase and installation can be funded by CIL. Cllr. Lambert reported problems on FP9, clerk to investigate.
- St Johns Maintenance Committee: Asked Councillors to consider, in time for the BPC AGM in May, filling the vacant seat on this committee since the loss of Cllr. Stuckey.
- Reminders:
 - Planning Committee Meeting, 7pm 30.04.18
 - BPC Annual Electors Meeting, 7.30pm 30.04.18
 - BPC AGM – 14.05.18

.04 Councillor Queries:-

- Cllr. Merritt asked if the Council would be compliant with GDPR by 25.05.18. The clerk reported all aspects should be covered or at least be underway by that date; the ICO only need to see effort is being made to become compliant rather than full compliance on the date.
- Cllr. Nicholson asked if there was a procedure for recommending potholes repairs following DCCs receipt of additional central government funding to alleviate the problems in the highways since the heavy snowfall. The clerk had not been notified of any other method of reporting or that consideration were changed so advised members to continue to report road safety defects at www.devon.gov.uk/roadsandtransport/report-a-problem/
- Cllr. Nicholson reported visibility limitations when exiting Forder Lane (particularly when turning right) at the junction with A381 caused by the circular 40 mph sign on a half-height post in the verge on your left hand side. The clerk would raise this issue with the Neighbourhood Highways Officer.

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2126 BISHOPSTEIGNTON EMERGENCY RESILIENCE TEAM

Cllr. Cawthraw, as vice chair of BERT gave the following progress report:-

PROGRESS REPORT April 2018

We are continuing our work on the Plan and hope to have it completed and ready for adoption at the Council's July meeting and delivered as soon as possible thereafter. We have been successful in securing a £500 grant to cover the cost of printing.

We have identified premises of use as shelters and have so far received positive responses from St. John's Church, the Community Centre, the Village Hall and the Methodist Church. We are still waiting on the school and the Cockhaven. We also have the use of the Village Hall storage shed for a small annual charge of £20.

The two-recent incidents where we had snow have highlighted the need to purchase resources to cope with any emergency which may arise. There will be cost implications for the Council and the team are looking at funding sources e.g. District Councillor and County Councillor Community Funds, Rural Aid, the elector fund, the Devon Emergency Flood Resilience Fund etc. Any resources purchase will be included in the Parish Council list of assets.

The gritter isn't really fit for purpose and we would like to get permission from the Council to sell the assets and use the money to purchase other much needed resources.

We've already held a public meeting and the snow events have raised BERT's profile within the community. It was also an opportunity to test the emerging plan. We propose to hold another open meeting in line with best practice.

In general, communication with parishioners has improved with the use of the various Facebook pages, the Village Website, Residents Association and Parish Chronicle but there are still many people who are not computer literate and unaware of community events. We would like the Parish Council to agree to put TV information points in the village store and pharmacy which could be funded using either Rural Aid or the Elector Fund. We were working on the costings to submit an application for the 18/19 Rural Aid grant but will hold back as we would not want to be in competition with the Community Centre.

Each of the proposals was considered and motions raised as below:-

- It was proposed by Cllr. Davey, seconded by Cllr. Merritt, that BPC agree permission for BERT to sell the salt spreader and that any funds received would be disbursed for the purposes of BERT. Agreed unanimously therefore **RESOLVED**.
- It was proposed by Cllr. Lambert, seconded by Cllr. Nicholson, that the revised Terms of Reference for BERT (Ref: BERT.TOR.2018v3) be adopted. Agreed unanimously therefore **RESOLVED**.
- It was proposed by Cllr. Davey, seconded by Cllr. Merritt, to give in principle permission for information screens to be purchased for use within the village. Agreed unanimously therefore **RESOLVED**.

2127 BISHOPSTEIGNTON UNITED CHARITIES TRUST

Members considered the action required for amendments to the appointed trustees of BUC and raised the following motion:-

It was proposed by Cllr. Davey, seconded by Cllr. Lambert, that BPC:-

- Acknowledge the retirement of Margaret Rawlings, from BUC after being a trustee for 28 years;
- Approve the appointment of John Randall as BPC trustee, currently a BUC associate, to be given full trustee status on the recommendation of BUC trustees; and
- Acknowledge and approve the Trusts Charity Commission application for criteria changes.

This proposal was agreed unanimously therefore **RESOLVED**. The Clerk shall write to BUC to mark Mrs. Rawlings retirement and BPCs appreciation of her becoming a Trustee after the commitment of running a business in Bishopsteignton for over 21 years.

2128 FINANCE

.01 PAYMENTS APPROVED:

It was proposed by Cllr. Cawthraw, seconded by Cllr. Merritt, that the payments listed below be approved and processed by the clerk. Agreed unanimously therefore **RESOLVED**.

| | | £ |
|----------------------------------|---|---------|
| HMRC | Tax & NI | 641.15 |
| Mrs. K. Ford | Salary & Expenses for February 2018 | 823.80 |
| DCC Pension Fund | Contribution to Clerks Pension | 341.87 |
| E. Cawthraw | BERT expenses- key cutting | 9.00 |
| BGS Ltd | Q4 17/18 Parish Maint & Grass contract | 3384.00 |
| DALC | Clerk Training CiLCA Part 1 held 28.02.18 | 30.00 |
| DALC | Clerk Training GDPR held 13.03.18 | 48.00 |
| NALC | Resources | 19.99 |
| Bishopsteignton Community Centre | Rent advance Q1 18/19 | 600.00 |

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|--------------------------|--|--------|
| L.M.James | Sports Area Caretaker contract Q4 2017/18 | 534.07 |
| T. Martin | Q4 17/18 Fore Street Toilets cleaning contract | 625.00 |
| WT Consultancy | Legionella Risk Assessment held June 2017 | 270.00 |
| Playsafety Ltd | Annual RoSPA inspection of playgrounds | 168.00 |
| Dan Howell Electrician | Fore St Toilet light repairs | 91.00 |
| R. C. Plumbing & Heating | Fore St Toilet repairs after burst pipe | 90.00 |
| BGS Ltd | Q4 17/18 Additional Parish Maintenance | 912.00 |
| A.H.Locksmiths | Access to cabinet @ The Lawns | 30.00 |

.02 RURAL AID 2018

Cllr. Merritt left the room.

One application had been received for the Parish Council consideration; form Bishopsteignton Community Centre Committee for £5,000 towards renovation work of the windows in the listed building and a replacement cooker. It was proposed by Cllr. Davey, seconded by Cllr. Nicholson, that this application be supported by BPC and submitted by the clerk. Agreed unanimously therefore **RESOLVED**.

.03 BANK RECONCILIATION: - As at 31.03.18

| | | | |
|------------------------------|-----------------|--|-----------------|
| Cumulative Receipts | 154317.23 | Lloyds TSB Treas. | 90613.51 |
| Cumulative Payments | 62315.15 | Lloyds TSB Premier | 1388.57 |
| Balance per Cash Book | 92002.08 | Closing Balance per Bank Statements | 92002.08 |

.04 BPC RESERVES:- As at 31.03.18

| | | |
|-------------------------------------|-----------------|---|
| Burial Account | 49499.24 | Bishopsteignton Cemetery use only |
| Admin | 100.60 | Includes staff cost, rent, election, insurance, etc. |
| Maintenance | 2776.76 | Includes toilets, Millennium Stone Carpark, St. Johns Churchyard. |
| Countryside & Recreation | 737.09 | Includes Sports Area Income |
| Car Park Enhancement scheme | 7570.37 | Bishops Avenue Carparks |
| Agency Grants | 157.91 | Includes P3 grant |
| Monies held in Trust | 1026.63 | Cricket Club, Bench donation, Playdays |
| SUNDRIES | 7629.64 | S106/CIL/Grants/Donations |
| S137 | -35.00 | |
| Trim Trail | 2407.90 | |
| NLS | 2906.87 | |
| Emergency Plan | 110.00 | |
| VAT | -1476.43 | balance to be claimed from HMRC |
| TOTAL | 73411.58 | |

| | | |
|---|-----------------|------------------------------|
| Bank Balance | 92002.08 | as bank reconciliation above |
| Restricted/Earmarked Funds | 73411.58 | 79.8% of Bank balance |
| Contingency (Quarterly outgoings) | 10214.47 | 11.1% of Bank balance |
| BALANCE AVAILABLE/UNRESTRICTED FUNDS | 8376.03 | 9.1% of Bank balance |

2129 PUBLIC PARTICIPATION

Mr. Jenner reported his complaint of TDC made to BPC regarding the flooding in Bishops Avenue carpark and how after heavy rainfall this is affecting his property. The clerk reported that liaison with TDC has begun. It was suggested that the NHO and County Councillor be made aware of the situation and that BPC ensure the matter is dealt with by another body before the asset is transferred.

The Chairman closed the meeting at 9.10PM