

BISHOPSTEIGNTON PARISH COUNCIL

MINUTES

FOR THE MEETING HELD ON MONDAY 14TH MAY 2018

BISHOPSTEIGNTON COMMUNITY CENTRE, SHUTE HILL

- PRESENT:** Cllr. C. Morgan (Retiring Chairman), Cllr. H. Merritt (Elected Chairman) Cllrs. P. Cahill, E. Cawthraw, T. Davey, J. O. Grimble, K. Lambert, I. McDougall, S. Nicholson & (9/10). District Cllr T. Golder & 5 members of the public.
- APOLOGIES:** Cllr. R. Bailey, County Cllr. R. Peart, PSCO. S. Bunce & PC. R. Harvey.
- DOI:** None

PART I

2131 ELECTION OF CHAIRMAN

It is proposed by Cllr. Cahill that Cllr. Nicholson be nominated at BPC Chairman however she declined.

It is proposed by Cllr. Davey, seconded by Cllr. Cawthraw, that Cllr. Merritt be nominated as Chairman of Bishopsteignton Parish Council. FOR: 8, ABSTENTION: 1. Therefore it is **RESOLVED** that Cllr. Merritt is duly elected.

Cllr. Merritt thanked his fellow councillors saying he felt honoured and privileged to be duly elected. He expressed gratitude to the retiring Chairman, Cllr. Morgan, and remembered the two councillors who sadly passed during this current term.

2132 ELECTION OF VICE CHAIRMAN

It is proposed by Cllr. Lambert that Cllr. Cawthraw be nominated as BPC Vice Chairman however she declined.

It is proposed by Cllr. Cahill, seconded by Cllr. McDougall, that Cllr. Nicholson be nominated as BPC Vice Chairman.

It is proposed by Cllr. Grimble, seconded by Cllr. Cawthraw, that Cllr. Davey be nominated as BPC Vice Chairman.

The chairman took votes for each of the two nominated members:

Cllr. Nicholson: FOR: 3. Cllr. Davey: FOR: 6. It is therefore **RESOLVED** that Cllr. Davey is duly elected as Vice Chairman.

2133 COMMITTEE MEMBERSHIP: The membership below is agreed by all members:-

Finance & Personnel	Planning	Countryside & Recreation
Cllrs. Bailey, Cawthraw, Davey, McDougall, Merritt, Morgan & Nicholson.	Cllrs. Bailey, Cahill, Cawthraw, Davey, Lambert, Merritt, Morgan & Nicholson.	Cllrs. Cahill, Cawthraw, Davey, Grimble, Lambert & Morgan
Maintenance	Teign Estuary Trail	Cemetery
Cllrs. Bailey, Cahill, Davey, Lambert, Merritt & Morgan.	Cllrs. Cahill, Lambert, Merritt, Morgan & Nicholson.	Cllrs. Bailey, Davey, Grimble, McDougall & Morgan.

2134 REPRESENTATIVES: The following members were agreed to represent BPC:

RURAL AID: Cllr. Bailey

POLICE ADVOCATE SCHEME: Cllr. Morgan

TEIGN ESTUARY PARTNERSHIP: Cllr. Nicholson

ST JOHNS CHURCH MAINTENANCE: Mrs. K. Ford (Clerk)

DCC HIGHWAYS LIAISON: Cllrs. Lambert & Merritt

HALLS FOUNDATION: Cllrs. Cawthraw & Morgan.

TALC: Cllrs. Cawthraw, Lambert & Merritt

2135 DISTRICT COUNCILLOR REPORT

Cllr. Golder congratulated the chairman in his new role and expressed hope that the Parish council may continue to work alongside himself as district councillor and Cllr. Peart as County Councillor to continue to achieve good for the community.

He notified that a review of the Local Plan was imminent and for the Council should remain mindful of changes which may have a nasty sting. This was discussed briefly.

A review of Teignbridge leisure facilities was also underway; this included all 140 pitches such as Michaels Field.

2136 POLICE REPORT

PC. Harvey provide the following report which was read by the Clerk.

Reported crimes for Bishopsteignton from 23.03.18 to 13.05.18 (11 crimes)

- Assault (ABH) – Male assaulted when he confronted his ex-wife and her current partner. Victim unwilling to support police action. No Further Action (NFA)*
- Criminal damage to vehicle – Windscreen of parked car smashed and the words ‘slag’ and ‘whore’ scratched on the bodywork. Believed to be result of a ‘love triangle’ scenario. No witnesses or leads. NFA.*
- Criminal damage to vehicle – Paint poured over both doors. Same victim as the previous damage to car but no evidence to support action. NFA.*

(*The three crimes above are linked)

MINUTES Continued
FOR THE PARISH COUNCIL MEETING HELD ON 14.05.18

- Assault (ABH) – Male assaulted by two other males. Victim will not substantiate as it was the result of a drug debt. NFA.
- Public order – Male became abusive towards a female driver who sounded her horn repeatedly when his vehicle was blocking the road. Advice given to both parties. NFA.
- Malicious communications – Harassment via Facebook between two females. Advice given. NFA.
- Burglary dwelling – Break-in to holiday home. Property searched but nothing stolen. CCTV present but of insufficient quality to ID the offender. NFA.
- Theft from vehicle – Electric drill stolen from van over an unknown period of time at an unknown location. No witnesses or leads. NFA.
- Assault (ABH) – ‘Parking Rage’ incident whereby a homeowner has accosted the driver of a car who parked outside their house. As per the victim’s wishes words of advice were passed to the offender.
- Criminal Damage – Domestic related. Son caused damage at home and was arrested. Is now attending anger management meetings.
- Attempted Shoplifting – Male offender left store without paying for a strimmer but was challenged by staff and returned it to the store. NFA.

2137 RATIFICATION OF MINUTES

- .01 Parish Council Meeting held 16.04.18 it is 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 Parish Council Planning Committee Meeting held 30.04.18 it is proposed by Cllr. Davey, seconded by Cllr. Nicholson, that these be approved and signed as a true and correct record. Agreed unanimously by all who attended therefore **RESOLVED**.

2138 PLANNING

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

- .01a **App No:** 18/00397/FUL - Land Adjoining Avenue House, Lindridge Park
Proposal: Replacement agricultural building
Members discussed the application. It is proposed by Cllr. Nicholson seconded by Cllr. Davey and agreed unanimously to submit the following comment. **RESOLVED**.
PC Comments: BPC Request justification for the agricultural purpose and need for this building. Please confirm the trees and hedges adjacent to the road are to be preserved, as BPC believe this should be ensured.
- .01b **App No:** 18/00792/FUL - 46 Newton Road
Proposal: Removal of hedgerow, fence and wall and erect replacement wall
Members discussed the application. It is proposed by Cllr. Cawthraw, seconded by Cllr. Merritt and agreed unanimously to submit the following comment. **RESOLVED**.
PC Comment: No objection.

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

APP REF.	ADDRESS	PROPOSAL	DECISION TO REPORT	DATED
18/00549/FUL	2 Great Furlong	Single storey side extensions and detached garage and provision of new steps to relocated front door	GRANT OF CONDITIONAL PLANNING PERMISSION	11-May-18

.03 PLANNING ENQUIRIES:

- a. TDC Planning Application Notification (Yellow Notices): The Clerk reported a response had been received from Teignbridge, this will be combined with national policies and presented in a report to councillors.
- b. TDC rules on location of mobile homes: No response received. To be chased.
- c. Cllr. Nicholson raised another query for further investigation. The criteria and rule of right to build within the countryside have recently been relaxed by central government. Cllr. Davey believed this incorrect. It is agreed for the Clerk to investigate further.

.04 HOUSING NEEDS REPORT

The report resulting from the survey was discussed at length especially the facts than many respondents mentioned Bakers Yard as a suitable site for housing but this site is privately owned and not seen as financial viable; the current access arrangements were most unsuitable; Any consideration may lead to review of the policies within the Neighbourhood & Local Plans. Cllr. Davey felt the village envelope should be protected, that Bakers Yard should be

MINUTES Continued
FOR THE PARISH COUNCIL MEETING HELD ON 14.05.18

employment land and was insufficient for affordable housing. The further options given by Devon Communities Together were also explained and discussed. It is proposed by Cllr. Cawthraw, seconded by Cllr. Nicholson, that an options survey be conducted by DCT on behalf of BPC and DCT are invited to a future BPC meeting to present their findings. Agreed unanimously therefore **RESOLVED**.

.05 TEIGNBRIDGE LOCAL PLAN REVIEW

The Clerk reported that some review documents have been received, these needed scanning before forwarding to members but the proposed changes to the village envelope boundary. The review period begins 21.05.18 ending 16.07.18. Information shall be given to all members in time for the next meeting.

2139 FINANCE

.01 PAYMENTS APPROVED:

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

		£
HMRC	Tax & NI	224.70
Mrs. K. Ford	Salary for April 2018	1324.63
DCC Pension Fund	Contribution to Clerks Pension	412.46
DALC	Clerks qualification: CiLCA Pt 2	138.00
K. Ford	Expenses April 18/19	26.74
Viking Direct	Stationery	50.00
Mr. K. Lambert	BERT Expenses	14.38
Mr. B. Bailey	SA Expenses	24.64
Mr. P. Evans	Footpath repair expenses	168.48

.02 BANK RECONCILIATION: - As at 30.04.18

Cumulative Receipts	124878.12	Lloyds TSB Treas.	113129.36
Cumulative Payments	10360.13	Lloyds TSB Premier	1388.63
Balance per Cash Book	<u>114517.99</u>	Closing Balance per Bank Statements	<u>114517.99</u>

.03 BPC RESERVES:- As at 30.04.18

Burial Account	46937.44	Bishopsteignton Cemetery use only
Admin	17812.26	Includes staff & office costs, election, insurance, etc.
Maintenance	4879.91	Includes toilets, Carpark, St. Johns CY.
Countryside & Recreation	3547.00	Includes Sports Area Income
Car Park Enhancement scheme	7570.37	Bishops Avenue Carparks
Agency Grants	632.91	Includes P3 grant
Monies held in Trust	876.34	Cricket Club, Bench donation, Playdays
SUNDRIES	12319.47	S106/CIL/Grants/Donations for various uses
S137	250.00	
Trim Trail	2407.90	
NLS	2931.87	
Emergency Plan	266.00	
VAT	-2546.82	balance to be claimed from HMRC
TOTAL	97884.65	

MINUTES Continued
FOR THE PARISH COUNCIL MEETING HELD ON 14.05.18

Bank Balance	114517.99	as bank reconciliation above
Restricted/Earmarked Funds	97884.65	85.5% of Bank balance
Contingency (Quarterly outgoings)	10000.00	8.7% of Bank balance
BALANCE AVAILABLE/UNRESTRICTED FUNDS	6633.34	5.8% of Bank balance

.04 ANNUAL GOVERNANCE STATEMENT

It was proposed by Cllr. Cawthraw, seconded by Cllr. Morgan, for BPC to resolve the approval of the annual governance statement for the 2017-18 end of year accounts. Agreed unanimously therefore **RESOLVED**.

2140 PRIVACY POLICY

The Clerk updated members on several aspects relating to GDPR, these include the need for a privacy policy. A draft was presented to members for their consideration. It is proposed by Cllr. Morgan, seconded by Cllr. McDougall, that this be adopted by BPC and used accordingly. Agreed unanimously therefore **RESOLVED**.

2141 BISHOPS AVENUE CAR PARK

Members discussed the options and how these may have a positive or negative impact on the location, community or council business. The recent drainage issues were raised and explained to members.

- .01 It was proposed by Cllr. Davey, seconded by Cllr. Morgan, that a site meeting be arranged to assess the situation to include representatives from TDC, DCC Highways and BPC so that an agreement can be reached about who is responsible and what action should be taken to remedy the problems. Agreed unanimously therefore **RESOLVED**. Clerk to arrange.
- .02 Members moved on to discuss the land transfer and the terms offered by TDC's solicitor. It is proposed by Cllr. McDougall, seconded by Cllr. Davey, to continue with the land transfer accepting all terms offered by TDC. FOR: 8, AGAINST: 1. Therefore **RESOLVED**. However, it was agreed that no further action shall be taken towards completion until the drainage issue is resolved.

2142 FRIENDS OF BISHOPSTEIGNTON SCHOOL REQUEST TO USE THE VILLAGE GREEN

It is proposed by Cllr. Morgan, seconded by Cllr. Cawthraw, that BPC permission is granted to FOBS to use the Village Green as part of the Bishopsteignton School summer fayre to be held on Saturday 16th June. Agreed unanimously therefore **RESOLVED** subject to the correct risk assessment report and proof of sufficient event insurance is provided.

2143 MEMBERS & CLERKS REPORTS

- .01 Cllr. Davey reported further complications with through-traffic on Dawlish Lane and how the problems stem from incorrect information on Sat Nav systems. He suggested a Road Traffic Regulation Order to amend the status of the road to 'Access Only' would change the information given by these systems. He expressed continuing disappointment that DCC do not seem to listen to local opinion. It is proposed by Cllr. Davey, seconded by Cllr. Cawthraw, that BPC liaise again with DCC Highways to encourage them to review this road again. Agreed unanimously therefore **RESOLVED**.
- .02 On behalf of BERT Cllr. Cawthraw thanked District Cllr. Golder for his donation towards equipment for the team. She also reported two members of the resilience team will be attending a Devon Communities Resilience Forum on 14th June, after which a further progress report would be provided.
- .03 On behalf of the Healthy Living Group Cllr. Lambert reported the group have recognised to receive enough funding for a trim trail path around The Lawns Recreation Ground was unrealistic. It would be proposing to the full council in due course that equipment be gathered in one area rather than in a trail. He asked members to consider an ideal or preferred location and to be prepared to discuss again in due course.
- .04 Cllr. Morgan reported he was preparing a working alone policy and raising issues for the consideration of the Finance & Personnel Committee in the future. Issuing the Clerk with a portable personal alarm was to be considered.
- .05 Cllr. Morgan reported recent unrest over the positioning of wheelie bin on refuse collection day. That when bins are left inconsiderately this can cause damage to property. He suggested public awareness be raised by a poster campaign on site and on social media. It was agreed for the clerk to create a poster and forward to members for their consideration before further action is taken.

MINUTES Continued
FOR THE PARISH COUNCIL MEETING HELD ON 14.05.18

- .06 Cllr. Grimble reported of the removal of the red phone box from Teign View Road and asked that the Clerk check records for clarification that it is still the case that the Victorian post box on Murley Crescent, is promised to BPC when redundant. Clerk to investigate.

2144 PUBLIC PARTICIPATION

- .01 Mr. P. Hepworth asked who was responsible for the maintenance of three white hornbeam trees on the raised pavement on Shute Hill as they were in need of some attention. No one could offer clarification therefore it is agreed for the Clerk to investigate further.

The Chairman closed PART I of the meeting at 9.20PM

PART II

2145 FORE STREET TOILET REPAIRS

Cllr. Morgan explained the need for repair work to the ceiling at the toilets. He had assembled three comparable quotations which were reviewed by members.

It is proposed by Cllr. Davey, seconded by Cllr. Lambert that Mark Howard be awarded the work. Agreed unanimously. Clerk to arrange.

The options to finance this additional work was discussed including claiming on the BPC insurance policy or using reserves. It was agreed to use reserve.

Cllr. Davey suggested frost snap heater are considered for future episodes of freezing weather; at both Fore Street and The Lawns. Agree unanimously, further investigation to be carried out.

The Chairman closed PART II of the meeting at 9.33PM