

BISHOPSTEIGNTON PARISH COUNCIL

MINUTES

FOR THE MEETING HELD ON MONDAY 4TH JUNE 2018
BISHOPSTEIGNTON COMMUNITY CENTRE, SHUTE HILL

PRESENT: Cllrs. H. Merritt (Chairman), R. Bailey, K. Benham, P. Cahill, E. Cawthraw, T. Davey, J.O. Grimble, K. Lambert, I. McDougall, C. Morgan & S. Nicholson (11/11). District Cllr T. Golder, County Cllr. R. Peart & 3 members of the public.

APOLOGIES: PSCO. S. Bunce & PC. R. Harvey.

DOI: Cllr. Lambert – Appendix B for item 2150.01: Planning & item 2152: Trim Trail
Cllr. Cawthraw – Appendix B for item 2152: Trim Trail

PART I

2146 RATIFICATION OF MINUTES

- .01 Parish Council Meeting held 14.05.18 it is proposed by Cllr. Morgan, seconded by Cllr. Cawthraw, that these be approved and signed as a true and correct record. Agreed unanimously by all who attended therefore **RESOLVED**.
- .02 Minutes of the Finance & Personnel Committee meeting held 24.05.18 were not yet available therefore approval was deferred.

2147 POLICE REPORT

There were no crimes to report.

2148 DISTRICT COUNCILLOR REPORT

Cllr. Golder reported he had liaised with an officer in the Estate department at Teignbridge District Council (TDC) regarding the car park and he was going to stay abreast of the situation.

He has received complaints about the overgrown hedges on and near La Roche Maurice walk, he has referred the issue to Devon County Cllr. Peart who he hoped could pursue the matter and update BPC accordingly.

2149 COUNTY COUNCILLOR REPORT

Cllr. Peart reported that he plans to liaise with DCC Highways department regarding the hedges mention above, as well as others which have been raised. He would provide an update to the clerk in due course. Cllr. Davey expressed he opinion that this work needed to be added to a schedule for regular maintenance for DCC contractors, outside of the bird nesting season. Cllr. Lambert asked if Cllr. Peart could source a work specification and price list from approved contractors (should BPC decide to take on appointing the work themselves).

Cllr. Cawthraw asked for an update from Cllr. Peart as to when resident can expect potholes to be dealt with; the report online system is being bombarded regularly with new reports but it appears no action is being taken. Cllr. Peart reported that DCC contractor, Skanska, are currently on a warning for not meeting these targets.

It was suggested and agreed for BPC members to mark up a map of the village to highlight the worst of the potholes, so that this could be used during future discussions with DCC officers. A map shall be issued by the clerk and returned to her as soon as possible.

2150 PLANNING

The following applications were discussed and comments agreed for submission to TDC, the Local Planning Authority:

- .01 **App No:** 18/00421/FUL - 36 Newton Road
Proposal: Extension to existing garage
Members discussed the application. It is proposed by Cllr. Davey, seconded by Cllr. Nicholson and agreed unanimously to submit the following comment. **RESOLVED**.
PC Comments: No objection.
- .02 **App No:** 18/01019/FUL – Stannings, Nr. Colway Cross
Proposal: Extension to outbuilding with extended terrace over
Members discussed the application. It is proposed by Cllr. Davey, seconded by Cllr. Nicholson and agreed unanimously to submit the following comment. **RESOLVED**.
PC Comment: No objection to the proposal in principle however they would like to see a planning condition that the development remains ancillary to the main dwelling.
- .03 **App No:** 18/01013/FUL - The Coach House , Moors Park
Proposal: Balcony and decking to the front
Members discussed the application. It is proposed by Cllr. Cawthraw, seconded by Cllr. Davey and agreed unanimously to submit the following comment. **RESOLVED**.
PC Comments: Bishopsteignton Parish Council have serious concerns of overlooking into the neighbouring care home which is felt could be distressing for residents there.

MINUTES Continued
FOR THE PARISH COUNCIL MEETING HELD ON 04.06.18

.04 **App No:** 18/00954/FUL - Humbercroft , Humber
Proposal: Construction of a detached triple garage with annexe accommodation above
Members discussed the application. It is proposed by Cllr. Davey, seconded by Cllr. Bailey and agreed unanimously to submit the following comment. **RESOLVED.**

PC Comments: Bishopsteignton Parish Council have concerns that the distance of the proposed building, which should be defined as a coach house, from the main dwelling is too great, and will affect the greater landscape, which is protected by planning policy.
Members request that if delegated planning officers are of a mind to grant permission that a condition is imposed, and enforced, to ensure the removal the storage containers.
They would also request that permission granted for any such development should have a planning condition attached which states the building must always remain ancillary to the main building.

.05 **App No:** 18/01072/NPA - Alan Cooper Photo Lab, Radway House, 33 Radway Street
Proposal: Application for prior approval under Part 3 Class O and paragraph W of the GDPO change of use office (Use Class B1(a)) to a dwelling
Members discussed the application. It is proposed by Cllr. Cawthraw, seconded by Cllr. Davey and agreed unanimously to submit the following comment. **RESOLVED.**

PC Comments: No objection.

.06 **App No:** 18/01065/FUL - 17 Teign View Road
Proposal: Replacement windows
Members discussed the application. It is proposed by Cllr. Davey seconded by Cllr. Nicholson and agreed unanimously to submit the following comment. **RESOLVED.**

PC Comments: No objection to this proposal.

NB. Please could officers clarify the property boundary line; it is understood that at the most western point where Smith Hill meets Teign View Road the land is the responsibility of Devon County Council and should be maintained as a visibility splay. Members believe the boundary ends in line with the boundary of properties opposite; between Masindi and Seamoor.

.07 **App No:** 18/00964/FUL - 9 Manor Road
Proposal: Two storey side extension, pitched roof on existing garage and first floor level cladding
Members discussed the application. It is proposed by Cllr. Cawthraw, seconded by Cllr. Nicholson and agreed unanimously to submit the following comment. **RESOLVED.**

PC Comments: No objection.

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

APP REF.	ADDRESS	PROPOSAL	DECISION TO REPORT	DATED
18/00765/ TPO	32 Teign View Road	Crown reduce one pine tree (T3) by 2m on the south side and remove lowest branch	PERMISSION GRANTED	4-Jun-18

.09 **Planning Committee:** In preparation for the next planning committee meeting nominations were taken to fill the roles of the committee Chairman and Vice chairman.
Cllr. Cahill nominated Cllr. Nicholson as Chairman, this was seconded by Cllr. McDougall and agreed unanimously therefore **RESOLVED.**
Cllr. Lambert nominated Cllr. Cawthraw as Vice chairman, this was seconded by Cllr. Grimble and agreed unanimously therefore **RESOLVED.**

2151 MEMBERS & CLERKS REPORTS

.01 **WHEELIE BINS ON PUBLIC HIGHWAY COMPLAINT** - Cllr. Morgan explained how this issue was brought the Parish Councils attention at last month's meeting where it was agreed for the clerk to prepare a poster to advise residents on West Street & Fore Street of their obligations to keep bins off the public highway and not cause any obstruction. The original complainant, a resident on Fore Street, felt this poster was worded too gently so has lodged a formal complaint with Teignbridge District Council so that the matter is pursued by the correct authority.
This has caused further upset for those residents who park their bins on the highway as they believe they have no alternative. Mr. Hays, TDC officer dealing with the complaint, says he has no alternative but to uphold the complaint and take action to remove the offending bins. A member of the public was invited by the Chairman to share the concerns of residents with the Council.

MINUTES Continued
FOR THE PARISH COUNCIL MEETING HELD ON 04.06.18

It was felt by members that as the matter now rest with the correct authority it should be left for TDC to resolve. The Clerk reported she would liaise with Mr. Hays to express this and encourage him to discuss the alternatives with residents who will be affected rather than remove the bins without warning.

2152 TRIM TRAIL

Options for the preferable location for the installation of trim trail equipment were discussed at length. These included the Ha-ha and adjacent to the bottom gate (near Stone Lodge). It was proposed by Cllr. Cahill that BPC give permission to HLG to install trim trail equipment on the level land above the Ha-ha, this proposal was seconded by Cllr. Morgan.

An amendment to this proposal was made by Cllr. Davey, and seconded by Cllr. Nicholson, that the land adjacent to the bottom gate be offered instead. Votes were taken for the amendment: - FOR: 3, AGAINST: 6. Therefore rejected.

Votes on the original proposal: - FOR: 6, AGAINST: 3. Therefore **RESOLVED**.

Cllr. Lambert inform HLG of this resolution who can then prepare a proposal for the installation on the Ha-ha.

2153 BPC REPRESENTATIVES

Cllr. Merritt explained the confusion and uncertainty brought about following the delegation of representing members onto the Halls Foundation Committee; Cllr. Morgan believe the delegation should only be one BPC member not two. Following consultation of the constitution of the Halls Foundation it was agreed that it was acceptable to continue with two delegated members; Cllrs. Morgan and Cawthraw to attend meeting as necessary. This was proposed by Cllr. McDougall, seconded by Cllr. Lambert and agreed unanimously, therefore **RESOLVED**.

2151 MEMBERS & CLERKS REPORTS Continued

.02 Cllr. Benham highlighted that in her research both during the nomination process and since being duly elected to Bishopsteignton Parish Council she had not found anywhere the key objectives of BPC or any kind of statement or strategic planning for the year ahead. She felt this procedure should be of paramount importance to the functionality of a local council. She suggested some form of survey of parishioners to gain an understanding of their perception of priorities for the Parish; this would help BPC define which local issues should feature among their objectives and how these should be prioritised.

Cllr. Morgan suggested a copy of his annual report, as read at the Annual Parish Meeting held in April, is shared with members and published on the BPC website.

Some other members also felt a strategic plan was needed and this shall be looked at in future meetings/working parties. The Clerk reported ongoing work toward a Management & Maintenance Plan for BPC assets and how public consultation was planned for later this summer suggesting the results may feed into Cllr. Benham's suggested project.

.03 Cllr. Cahill mentioned some building work he has noted in Happy Valley; he shall provide photographs to the clerk and planning committee for discussion at either the next planning committee or full council meeting.

.04 Cllr. Grimble reported overgrown hedges along the Newton Road, between Jacks Patch and the junction of Cockhaven Road. The Clerk shall report this to the NHO.

.05 Cllr. Merritt had received reports from concerned members of the public about coaches visiting Old Walls Vineyard but often getting stuck somewhere on the route between the site and Radway Hill causing considerable congestion. He proposed a friendly letter is sent to the Vineyard asking them to consider alternative arrangements, this proposal was seconded by Cllr. Bailey. FOR: 9, ABSTAIN: 2. Therefore **RESOLVED**.

2154 PUBLIC PARTICIPATION – Nothing raised by the public audience.

2155 FINANCE

.01 PAYMENTS APPROVED:

It is proposed by Cllr. Morgan, seconded by Cllr. Lambert, 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
Mrs. K. Ford	Pension overpayments reimbursement	2300.88
Shaw & Sons Ltd	Burial Deed of Grant Bespoke printed book	357.60
Function 28 Ltd	April & May Website hosting	24.00
Paul Rice Fabrication	Repair to St Johns Gate	72.00

MINUTES Continued
FOR THE PARISH COUNCIL MEETING HELD ON 04.06.18

.02 BANK RECONCILIATION: - As at 31.05.18

Cumulative Receipts	127967.44	Lloyds TSB Treas.	111939.06
Cumulative Payments	14639.69	Lloyds TSB Premier	1388.69
Balance per Cash Book	113327.75	Closing Balance per Bank Statements	113327.75

.03 BPC RESERVES:- As at 31.05.18

Burial Account	48252.44	Bishopsteignton Cemetery use only
Admin	14112.62	Includes staff & office costs, election, insurance, etc.
Maintenance	4581.52	Includes toilets, Carpark, St. Johns CY.
Countryside & Recreation	3480.17	Includes Sports Area Income
Car Park Enhancement scheme	7570.37	Bishops Avenue Carparks
Agency Grants	492.51	Includes P3 grant
Monies held in Trust	876.34	Cricket Club, Bench donation, Playdays
SUNDRIES	12069.53	S106/CIL/Grants/Donations for various uses
S137	250.00	
Trim Trail	2407.90	
NLS	2931.87	
Emergency Plan	551.62	
VAT	-1132.48	balance to be claimed from HMRC
TOTAL	96444.41	

Bank Balance	113327.75	as bank reconciliation above
Restricted/Earmarked Funds	96444.41	85.1% of Bank balance
Contingency (Quarterly outgoings)	10000.00	8.8% of Bank balance
BALANCE AVAILABLE/UNRESTRICTED FUNDS	6883.34	6.1% of Bank balance

.04 ANNUAL ACCOUNTING STATEMENT

It was proposed by Cllr. Morgan, seconded by Cllr. Grimble, for BPC to resolve the approval of the annual accounting statement for the 2017-18 end of year accounts. FOR: 8, ABSTAIN: 3, therefore **RESOLVED**.

The Chairman closed PART I of the meeting at 9.36PM

PART II

2156 ST JOHNS MAINTENANCE:

Three quotes to remove existing tarmac and create new grass path on the Southside of the church were reviewed. It was proposed by Cllr. Davey, seconded by Cllr. Bailey to accept the quotation from BGS Ltd. Agreed unanimously therefore **RESOLVED**. Clerk to advise contractor and liaise further.

2157 COCKHAVEN CLOSE PLAY PARK FENCING

A further quote had been sought to install a new fence for the western boundary of the playground. This was review and the work specification discussed. It was proposed by Cllr. Davey, to accept the quotation of and appoint R. Morey Landscaping, this proposal was seconded by Cllr. Nicholson. FOR: 10, ABSTAIN: 1. Therefore **RESOLVED**. Clerk to advise contractor and liaise further.

The Chairman closed PART II of the meeting at 9.49PM