

BISHOPSTEIGNTON PARISH COUNCIL

MINUTES

FOR THE MEETING HELD ON MONDAY 5TH NOVEMBER 2018

COMMUNITY CENTRE, SHUTE HILL, BISHOPSTEIGNTON

PRESENT: Cllrs. H. Merritt (Chairman), K. Benham, P. Cahill, E. Cawthraw, T. Davey, J.O. Grimble, K. Lambert, C. Morgan & S. Nicholson (9/11). Devon County Cllr. R. Peart, Teignbridge District Councillor. T. Golder & 4 members of the public.

APOLOGIES: Cllrs. R. Bailey & I. McDougall. PC. R. Harvey & PCSO. S. Bunce.

DOI: None

SOS: Standing Orders suspended

SOR: Standing Orders resumed

PART I

A minute of silent reflection was held in memorial of Mrs. Jean Knapman who recently passed. Mrs. Knapman served as Parish Clerk for 24 years as well as dedicating her time to many other parish organisations and events.

2174 RATIFICATION OF MINUTES

- .01** Minutes of the Parish Council meeting held 01.10.18 it was proposed by Cllr. Cawthraw, seconded by Cllr. Morgan, that these be approved and signed as a true and correct record. Agreed unanimously by all who attended therefore **RESOLVED**.
- .02** Minutes of the Planning Committee meeting held 15.10.18. It was 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**.
- .03** Minutes of the Countryside and Recreation Committee meeting held 24.09.18. It was proposed by Cllr. Morgan, seconded by Cllr. Grimble that these be approved and signed as a true and correct record. Agreed unanimously by all who attended therefore **RESOLVED**.

2175 POLICE REPORT

SOS A report was forwarded and read by the Clerk. Bishopsteignton crimes reported during the period 30.09.18 to 05.11.18 were Common Assault; allegation that a Social Worker had grabbed a child by the arm, causing no visible injury. Under investigation. Fraud; allegation of an historic fraud from 8 years ago. Under investigation.
Other matters:-
The Community Speed Watch team formed back in 2011 has lost numerous volunteers over the years and now cannot function. They are *still* desperately in need of new recruits! If anyone would be interested and able to become a Police Volunteer then please contact PC. Rob Harvey robert.harvey@devonandcornwall.pnn.police.uk

2176 COUNTY COUNCILLOR REPORT

Cllr. Peart reported news from Devon County Council including details of a conference about food waste and recycling. A survey of 1800 black bins revealed 60% of the contents 30% of their contents should be recycled, 30% was food waste. Support from Town and Parish Councils to encourage recycling would be greatly appreciated.
He reported that a program of structural highways works was ongoing but making good progress, gully clearing around the county was 60% complete, and the majority of grit bins were filled ready for the winter service.

Cllr. Benham asked if a bin could be installed at Salcombe Dip, A381, as drivers will often stop there to eat/drink but there is currently nowhere nearby to dispose of rubbish. As this is a matter for the district council the clerk would make contact to ask if this can be arranged.

2177 DISTRICT COUNCILLOR REPORT

Cllr. Golder reported that a Public Spaces Protection Order was being considered further by the Overview and Scrutiny Committee. This will have an effect on how many dogs can be walked at once, on-spot fines for not being equipped to pick up dog mess and dogs being walked on a lead on footpaths adjacent to the highway.

SOR

2178 PLANNING

- .01 NEW APPLICATIONS:** The following application was discussed and comment agreed for submission to TDC, the Local Planning Authority:
- a. **App No:** 18/02130/FUL - 32 Newton Road
Proposal: Single storey rear extension
Members discussed the application. It was proposed by Cllr. Cawthraw, seconded by Cllr. Benham, to submit the following comments. This was agreed unanimously, therefore **RESOLVED**.
- PC Comments:** No objection

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- b. **App No:** 18/02170/FUL - Cockhaven Arms , 12 Cockhaven Road
Proposal: Conversion of ground floor dining area into four letting guest rooms including construction of three new openings with French doors and balconies and conversion of an existing door into a window
Members discussed the application. It was proposed by Cllr. Cawthraw, seconded by Cllr. Lambert, to submit the following comments. This was agreed unanimously therefore **RESOLVED**.

PC Comments: No objection.

.02 **CURRENT APPLICATIONS:** The following current Approvals, Refusals, and Appeal decisions were **NOTED**.

APP REF.	ADDRESS	PROPOSAL	DECISION TO REPORT	DATED
17/01915/FUL	Park Farm, Ash Hill	Change Of Use And Extension Of Existing Agricultural Buildings To Form Three Holiday Units, Communal Games Room And Parking	GRANT OF CONDITIONAL PLANNING PERMISSION	19.10.18
18/01947/FUL	Mountbatten, Teignmouth Road	Conservatory to front to replace existing veranda	GRANT OF CONDITIONAL PLANNING PERMISSION	18.10.18
18/01865/CAN	The Glebe, Church Road	Fell one conifer	No objection, permission granted	17.10.18

2179 HIGHWAYS: DCC PROPOSAL FOR DYL AT WEST TOWN MEADOWS

Members discussed the proposal from DCC Highways to install new double yellow lines at the junction off Forder Lane just before West Town Meadows if heading West bound. This had been requested by residents who have found exiting this junction difficult because of cars parked on the corner.

A motion was proposed by Cllr. Morgan, seconded by Cllr. Morgan to give BPC support to this proposal. FOR: 7, AGAINST: 1, ABSTENTION: 1. Therefore **RESOLVED**.

2180 LAWNS FENCING DISPUTE

Members considered and discussed the response from housing association neighbourhood officer. A motion was proposed by Cllr. Nicholson, seconded by Cllr. Davey, that the HA are to reinstate the chain-link fencing on the boundary and either replace hedging of pay costs for this action. Agreed unanimously therefore **RESOLVED**.

2181 FINANCE

- .01 **PAYMENTS APPROVED:** It was proposed by Cllr. Davey, seconded by Cllr. Morgan, that the payments listed below be approved and processed by the clerk. Agreed unanimously therefore **RESOLVED** to approve.

To:	Payment Detail:	£
HMRC	Tax & NI	224.70
Mrs. K. Ford	Salary for Sept 2018	1324.63
DCC Pension Fund	Contribution to Clerks Pension	412.46
*DALC	<i>Training</i>	80.00
C. Morgan	S137: Fireworks for Remembrance	69.91
H. Corlett	S137: Remembrance wreath and RBL donation	50.00
Function 28 ltd	Website Hosting	12.00
Wicksteed Leisure	2 new swing seats & remedial parts: Lawns playground	376.54
T. Martin	Removal of office move waste	25.00
Morris & McGinns ltd	Rec Land: Paint for Cockhaven Close fence	24.59
*H. Merritt	<i>Office Expenses: extension lead & splitter</i>	14.39

* Clerk reported the authorisation sheet was incorrect and two of the payments listed above did not appear on the original sheet. A second sheet was provided which included £14.39 for H. Merritt and £80 for DALC. This was signed retrospectively.

.02 **COMMUNITIES TOGETHER FUNDING**

Options to utilise this funding were discussed. Two favoured applications, BERT and the Village Hall, would be considered at the next BPC meeting with the provision of detailed information relating to the need and project costs. The application deadline is 16.01.19. Clerk to ask if the CTF can be split between two or more projects.

.03 **BANK RECONCILIATION:** - As at 31.10.18

Cumulative Receipts	190116.89	Lloyds TSB Treas.	139399.49
Cumulative Payments	49328.42	Lloyds TSB Premier	1388.98
Balance per Cash Book	<u>140788.47</u>	Closing Balance per Bank Statements	<u>140788.47</u>

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.04 **BPC RESERVES:-** As at 31.10.18

Burial Account	51090.44	Bishopsteignton Cemetery use only
Admin	14351.88	Includes staff & office costs, election, insurance, etc.
Maintenance	3542.58	Includes toilets, Carpark, St. Johns CY.
Countryside & Recreation	5710.84	Includes Sports Area Income
Car Park Enhancement scheme	27142.34	Bishops Avenue Carparks
Agency Grants	292.51	Includes P3 grant
Monies held in Trust	876.34	Cricket Club, Bench donation, Playdays
SUNDRIES	16509.16	S106/CIL/Grants/Donations for various uses
S137	351.87	
Trim Trail	2407.90	
NLS	2956.87	
Emergency Plan	351.87	
VAT	-1364.77	balance to be claimed from HMRC
TOTAL	124219.83	

Bank Balance	140788.47	as bank reconciliation above
Restricted/Earmarked Funds	124219.83	88.2% of Bank balance
Contingency (Quarterly outgoings)	8000.00	5.7% of Bank balance
BALANCE AVAILABLE/UNRESTRICTED FUNDS	8568.64	6.1% of Bank balance

2182 MEMBERS REPORTS

- .01 **HALLS FOUNDATION:** Cllr. Morgan wished for the report from the last meeting of the Halls Foundation to be noted. Unfortunately the document had been sent in a format which could not be read. Cllr. Morgan to resend.
- .02 **REMEMBRANCE POPPIES:** Cllr. Grimble wished for thanks to be sent to Mrs. Caroline Thornton for initiating and organising the huge community effort to transform the Fore Street railings with knitted poppies. This motion was seconded by Cllr. Morgan and agreed unanimously. Therefore **RESOLVED** for the clerk to send thanks from BPC.
- .03 **FLY TIPPING:** Cllr. Nicholson reported recent fly tipping on Ideford Common, near the car park which contained asbestos. This had been report to TDC.
- .04 **TEIGN ESTUARY TRAIL:** Cllr. Benham raised concern that contact with DCC was not maintained between meetings; she felt more pressure should be place on DCC to make progress and report back to BPC. Cllr. Merritt assured her the matter was constantly being pushed by all relevant parties. A meeting was being arranged for before the end of 2018.
- .05 **HIGHWAYS:** Cllr. Merritt reported that a meeting was arranged for 13.11.18 with representatives from DCC Highways, Cllr. Peart and Cllr. Lambert & Cllr. Merritt from BPC to discuss all ongoing or arising Highways issues; Including the removal of the gritting service and installation of new grit bins. Cllr. Morgan expressed concern the bus service may be withdrawn if drivers experience difficulties.

2183 CLERKS REPORTS - The clerk reported the following updates:-

- .01 **PLAYGROUND IMPROVEMENTS:** New swing ordered and coming soon, new poles and climbing rocks too; all at Cockhaven close. A site meeting was scheduled to discuss border fencing with the neighbour.
- .02 **OFFICE RELOCATION:** Physical part almost complete. Thanks to BCCMC and BPC for allowing and facilitating the move. Some minor changes to the HOT which is now with the appointed solicitor.
- .03 **MEMORIAL:** Asked BPC to consider a memorial for Mrs. Knapman who served as Parish clerk for 24 years. It was agreed for the clerk to liaise with Mrs. Gardiner, Jeans daughter, about the family's plans for memorial and their preference for BPC action. For discussion at a future meeting.

SOS

2184 PUBLIC PARTICIPATION:

- .01 Mrs. Corlett reported that 710 Parish Chronicles are issued each month.

The Chairman closed the meeting at 9.24PM