

BISHOPSTEIGNTON PARISH COUNCIL

MINUTES

OF THE MEETING HELD 8.00PM MONDAY 03RD JUNE 2019 AT BISHOPSTEIGNTON COMMUNITY CENTRE

PRESENT: Cllrs. Merritt (Chair), Benham, Davey, Gill, Grumble, Lambert & Nicholson (7/8).
Rachel Avery (Locum Clerk)
7 members of the public

APOLOGIES: Cllr. Day
District Cllr. MacGregor and County Cllr. Peart.
PCSO. S. Bunce & PC. R. Harvey

DOI: Cllr. Davey – Teign Estuary Trail
Cllrs. Merritt and Lambert - Payments

2285 INTRODUCTION

Cllr. Merritt opened the meeting at 8.00pm with a moment of silence for the clerk Kim Ford, who was unable to attend due to a bereavement. The council's thoughts are with her and her family at this time.

He welcomed Rachel Avery, in attendance to clerk this meeting in Kim's absence.

A moment of silence was held for Mrs Joan Rooke, a former Parish Councillor, District Councillor & County Councillor, who had recently passed away. The celebration of Joan Rooke's life would take place on Monday 17 June 2019 at 2.00pm. It was NOTED that Cllr S. Nicholson would attend on behalf of the Parish Council and wear the chain of office.

It was RESOLVED to APPROVE the apologies of Cllr. Day.

Declarations of Interest were NOTED from Cllr. Davey (Item 8 – Teign Estuary Trail Report) and Cllrs. Merritt and Lambert (07 – Payments).

2286 RATIFICATION OF MINUTES

- .01 Minutes of the Annual Meeting of Bishopsteignton Parish Council held 13.05.19; it was proposed by Cllr. Benham, seconded by Cllr. Nicholson, that these be approved and signed as a true and correct record. Agreed unanimously by all who attended therefore **RESOLVED**.
- .02 Minutes of the Parish Council meeting held 13.05.19; DEFERRED to the full council meeting to be held 01.07.19.
- .03 Minutes of the Planning Committee meeting held 20.05.19; it was proposed by Cllr. Benham, seconded by Cllr. Nicholson, that these be approved and signed as a true and correct record. Agreed unanimously by all who attended therefore **RESOLVED**.
- .04 Minutes of the Finance meeting held 12.04.19; it was proposed by Cllr. Merritt, seconded by Cllr. Nicholson, that these be approved and signed as a true and correct record. Agreed unanimously by all who attended therefore **RESOLVED**.

2287 BPC CO-OPTION PROCESS

- .01 It was NOTED that three of the four candidates were in attendance. Whilst unable to attend, Nicholas Shaw had confirmed that he still wished to be considered for the vacancy.
It was NOTED that the applications had been circulated to councillors, and the clerk was thanked for the excellent application form she had created for the co-option process.

Standing orders were suspended.

The three candidates in attendance (Messrs. Peter Lewis, Richard Moore and John Parkes) were all provided with five minutes to introduce themselves and provide information on their background and attributes they could bring to the position of councillor. Members then had an opportunity to put questions to the candidates.

Standing orders were reinstated.

It was NOTED that the process of voting would take place with a show of hands. Cllrs. Benham and Davey expressed their concerns at this, however there was no statute to allow for a secret ballot nor to request that the candidates leave the room.

Standing orders were suspended.

The candidates explained that they intended to leave to room of their own accord to allow for councillors to vote.

BISHOPSTEIGNTON PARISH COUNCIL

MINUTES - continued

Of the meeting held 03.06.19

Standing orders were reinstated.

A vote for each candidate was taken by show of hands; members being entitled to up to 3 votes each.

Mr. Lewis received five votes, Mr. Moore received five votes, Mr. Parkes received seven votes and Mr. Shaw received three votes.

It was RESOLVED that Messrs. Lewis, Moore and Parkes be duly elected as Parish Councillors and were welcomed. All candidates were thanked for applying for the vacancies.

It was PROPOSED by Cllr. Merritt that new Councillor Acceptance of Office forms be signed at the planning meeting, which would be amended to be held as a full council meeting, on 17 June. This was SECONDED by Cllr. Nicholson and APPROVED. It was NOTED that Cllr. Parkes was unable to attend this meeting and would arrange to sign prior to the meeting.

- .02 It was RESOLVED that the election of councillors to committees would be deferred to the meeting on 17 June. It was NOTED that Cllr. Moore was interested in sitting on the Countryside and Recreation committee and the Teign Estuary Trail Committee. He would also be willing to fill the vacancy for the Police Advocacy Scheme. Cllr. Gill expressed an interest in being a BPC representative on the Community Centre Management Committee, alongside Cllr. Merritt who is now Vice Chair of this committee. It was PROPOSED by Cllr Benham that this be APPROVED, subject to the charities' constitution. This was SECONDED by Cllr Lambert and APPROVED. Cllr Merritt would bring this up for discussion at the Community Centre Management Committee meeting next week.

2288 POLICE REPORT

PC. Harvey had provided a report, detailing the following 4 crimes reported during the period from 13.05.19 to 02.06.19:-

- Criminal Damage – Juvenile son caused damage within home when told he couldn't have what he wanted. Mother not wishing to support prosecution but asking for assistance from outside agencies. Enquiries ongoing.
- Theft – Gas cylinders stolen from outside an unoccupied property. Suspicious van seen in the area and believed to have been involved but no evidence to link to offence. No further action.
- Dog not under proper control – Victim walking past property holding a newspaper, when a small dog ran out of the property and bit the hand carrying the paper. No injury caused and words of advice passed to owner who claimed it was going for the newspaper.
- Theft (shoplifting) – Female offender detained having left store with £80 worth of goods without paying. Issued with a Penalty Notice for Disorder and an on the spot fine.

2289 STATEMENT TO REPLACE PRAYERS AT MEETINGS

It was NOTED that this item was deferred to the next full council meeting to be held 01.07.19.

2290 BPC VILLAGE PRESENCE

It was NOTED that this item was deferred to the next full council meeting to be held 01.07.19.

2291 FINANCE

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

To:	Payment Detail:	£
HMRC	Tax & NI	1342.25
Mrs. K. Ford	May 2019 Salary	189.42
DCC Pension Fund	Contribution to Clerks pension May 2019	432.75
BCC	Office Expenses: Rent for June 2019	200.00
Mr. K. Lambert	Expenses: Car Park Enhancement Project - Line marking	420.00
Mr. K. Lambert	Expenses: Car Park Enhancement Project - Post holes	184.80
BGS Ltd	Lawns Oak Crown Lift. Invoice 2814	50.00
R.J.Brooks & Sons Ltd	Car Park Enhancement project	9890.83

BISHOPSTEIGNTON PARISH COUNCIL

MINUTES - continued

Of the meeting held 03.06.19

Function 28 Ltd	Website Hosting Inv 5761	12.00
Bishopsteignton Village Festival	Donation for table at Saturday Fair	10.00
Mr. H. Merritt	Expenses: Travel to Exeter Uni for Climate Emergency Forum	18.45
Ashfords LLP	Completion of BPC Office Lease in BCC	1803.60
Mrs. K. Ford	Clerks Expense: Office expenses	16.45

.02 1905 BPC FINANCIAL STATEMENT:

It was NOTED that this item was deferred to the July meeting.

.03 ANNUAL GOVERNANCE STATEMENT SECTION 2: It was proposed by Cllr. Lambert, seconded by Cllr. Gill, that the Annual Governance Statement Section 2 be approved and duly signed. Agreed unanimously therefore **RESOLVED** to approve. Clerk to process.

Cllr. Benham requested clarification on the reduction of the value of fixed assets as reported in the statement. It was NOTED that the clerk would answer this on her return.

2292 MEMBERS REPORTS

.01 Teign Estuary Trail Update Meeting:

Cllr. Davey left the room.

A report had been circulated prior to the meeting with details of the current status. Cllr Nicholson explained that these meetings are held quarterly with the campaign group, and Devon County Council and Teignbridge District Council councillors and representatives.

A positive meeting with details of initial funding being allocated for design, site investigation and the planning application. It is hoped the planning application will be submitted in the next financial year. There are now discussions being held with Sustrans, who are very interested in the progress being made. The route between the Passage House Hotel and Morrisons is now evolving.

There will be a stand at the village festival, which will be attended with DCC and TDC to promote the trail.

Cllr. Davey re-joined the meeting.

.02 Climate Emergency Forum at Exeter University:

A report had been circulated prior to the meeting summarising this event. Following the Parish Council's resolution last month, there is a lot of work to be undertaken on this complex topic. It was NOTED that Sustainable Bishop will be meeting with the Parish Council later this month and further information will be made available at the July meeting.

It was NOTED that all reports referred to in this meeting would be circulated to new members.

.03 Bishops Avenue Car Park Enhancement Project Update:

Cllr. Lambert reported that the steel post barrier fencing is awaited. Despite waiting a week for the surface to harden, the tarmac is scuffing. It was suggested that the original specification be checked to ensure that the work has been undertaken as anticipated. It was NOTED that Cllr. Lambert would investigate this.

It was also NOTED that there were more spaces now available in the car park than before, however a disabled space had not been created.

Cllr. Merritt thanked Cllrs. Lambert and Davey for their hard work on this project.

2293 PUBLIC PARTICIPATION

.01 It was NOTED that the new District Councillor was not in attendance, and a member of the public felt that this was unacceptable. The chairman reminded all present that both District and County Councillors had sent their apologies.

.02 It was NOTED that a Tree Preservation Order had been issued at 27 Cockhaven Road. The reference for this is E2/27/26.

BISHOPSTEIGNTON PARISH COUNCIL

MINUTES - continued

Of the meeting held 03.06.19

- .03 It was requested that the Parish Council consider the use of steel posts damaging the car park surface. This was NOTED.
- .04 Cllr. Davey expressed concerns over the way in which the police had dealt with the theft of gas cylinders from his caravan park. He explained that he had installed CCTV and vehicle registration cameras on their recommendation, however when passing over these details, he was contacted two days later to inform him that no further action would be taken.
- Cllr. Merritt PROPOSED that a letter be written to the police regarding the lack of response and decision not to take further action on the basis that so much evidence had been provided. This was SECONDED by Cllr. Nicholson, agreed unanimously and therefore RESOLVED.

The Chairman closed the meeting at 9.34pm