

BISHOPSTEIGNTON PARISH COUNCIL

MINUTES

OF THE MEETING HELD 7.30PM MONDAY 1ST JULY 2019 AT BISHOPSTEIGNTON COMMUNITY CENTRE

PART I

2296 ATTENDANCE

- 01. PRESENT:** Cllrs. Merritt (Chair), Benham, Day, Gill, Grimble, Lambert, Lewis, Moore, Nicholson & Parkes (10/11). Mrs. K. Ford (Clerk), District Cllr. MacGregor, County Cllr. Peart & 5 members of the public
- 02. APOLOGIES:** Cllr. Davey. District, PCSO. S. Bunce & PC. R. Harvey
- 03. DOI:** Appendix B interest for Cllr. Lambert for item 2306 as a member of HLG. He will remain in the room for discussions but abstain from voting.

2297 OFFICIAL REPORTS

- .01 POLICE REPORT:** PC. Harvey had provided a report, detailing the following 3 crimes reported during the period from 03.06.19 to 29.06.19:-

Criminal Damage – Juvenile son caused damage within home when told what was for dinner. Mother not wishing to support prosecution but has sought assistance from outside agencies. NFA.

Theft Shoplifting– Male left store without paying for an item but was stopped by staff. Police attended and the matter was dealt with via Community Resolution. Item paid for and apology tendered.

Attempted Theft Shoplifting – Male left store without paying for an expensive item. When he saw staff watching he returned to the store and replaced the item. NFA.

Also included in PC Harvey's report and noted by BPC was the fact TDC are dealing with the travellers who have moved onto Michael's Field. They are the same group who were parked up at Labrador Bay car park but not the same group for which a warning was issued for residents to be wary of certain vehicles cruising the area offering to do gardening/tree services etc. He recommended heightened awareness to those who have allotments at Michaels Field and to ensure items of potential value are not left in the sheds overnight. He added that there is no evidence to suggest that the group are likely to commit crime in the area.

.02 COUNTY COUNCILLOR PEART

Cllr. Peart gave a report on the proposed changes to Devon & Somerset Fire & Rescue Services and that the consultation opens soon on their website. The proposal aim to make changes to improve the efficiency of stations and the service they offer to rural areas.

.03 DISTRICT COUNCILLOR MACGREGOR

Cllr. MacGregor reminded everyone present of the forthcoming Air Show in Teignmouth and how this will affect roads into the town advising people consider their travel plans accordingly.

TDC will soon review their local green spaces including bowling greens to conduct conversations with local councils regarding the transfer/management of these assets.

The Local Plan Review continues after a break in proceedings to seek legal advice. Cllr. Benham questioned the effectiveness of planning laws and enforcement referring to a recent news article. Cllr. MacGregor said he hopes the new council structure, established since May election, will address these concerns and work more directly with relevant officers to ensure planning conditions are met.

2298 RATIFICATION OF MINUTES

- .01** Minutes of the Parish Council meeting held 03.06.19; it was proposed by Cllr. Gill, seconded by Cllr. Benham, 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; it was proposed by Cllr. Benham, seconded by Cllr. Davey, that these be approved and signed as a true and correct record. Agreed unanimously by all who attended therefore **RESOLVED**.
- .03** Minutes of the Planning Committee meeting held 17.06.19; it was proposed by Cllr. Benham, seconded by Cllr. Lambert, that these be approved and signed as a true and correct record. Agreed unanimously by all who attended therefore **RESOLVED**.

2299 STATEMENT TO REPLACE PRAYERS AT MEETINGS

Members discussed the wording prepared by Cllrs. Merritt & Nicholson.

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Of the meeting held 01.07.19

It was proposed by Cllr. Lambert, seconded by Cllr. Benham, that this be adopted by BPC as a replacement to prayer before meetings and business of BPC but that it was not necessary to read aloud on each occasion, just refer to it and feature on the website and agendas. Agreed unanimously therefore **RESOLVED**.

Wording agreed:-

'As the first tier of local government and being closest to the people, we have the ability to influence decisions for the benefit of the community we serve.

In our endeavours we are mindful that we are entrusted to act in the best interests of the whole community; our aim being to facilitate the best value services and facilities for the Parish of Bishopsteignton'.

2300 BPC VILLAGE PRESENCE

The points raised in the clerk report were discussed. It was unanimously agreed that BPC have a duty of care and changes to the working practices were necessary including meeting members of the public by appointment only. It was proposed by Cllr. Nicholson, seconded by Cllr. Gill, that BPC adopt the following:-

- Office open hours are abolished – this change shall be promoted widely to ensure parishioners understand the best ways to make contact with BPC and the clerk.
- Office landline calls are diverted to the BPC mobile to ensure calls are not missed.
- The BPC mobile is set up with an answerphone service.
- Further research is conducted into BPC surgeries such as possible venues and a rota.

Agreed unanimously therefore **RESOLVED**.

2301 BPC COMMITTEES

Councillor membership to BPC committees was discussed. It was proposed by Cllr. Benham, seconded by Cllr. Parkes and unanimously agreed to adopt the membership as shown in appendix A.

2302 PLASTIC FREE BISHOPSTEIGNTON

The proposal brought to BPC by Sustainable Bishop was discussed.

It was proposed by Cllr. Lambert, seconded by Cllr. Nicholson, that BPC support the efforts to achieve Plastic-Free status with the following steps:-

- Council must lead by example and work towards the removal of single-use plastic from their premises
- Council to encourage plastic-free initiatives, promoting the campaign and supporting events
- A representative of the Council must be named on the Plastic Free Community Steering Group

Agreed unanimously therefore **RESOLVED**. The representative shall be Cllr. Benham.

2303 ASHBURTON FIRE STATION

In accordance with the report of County Councillor. Peart it was proposed by Cllr. Nicholson, seconded by Cllr. Parkes that this item be deferred until more detailed information about the proposals was published to be considered. Agreed unanimously therefore **DEFERRED**.

2304 FINANCE

.01 PAYMENTS: It was proposed by Cllr. Nicholson, 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	206.02
Mrs. K. Ford	June 2019 Salary	1325.00
DCC Pension Fund	Contribution to Clerks pension June 2019	432.75
BCC	Office Expenses: Rent for July 2019	200.00
BGS Ltd	Q1 19-20 Mainenance Contract Inv 2860	3384.00
BGS Ltd	Installation of traffic calming signs Inv 445	360.00
Mr. T. Martin	Q1 19-20 Toilet cleaning contract	687.50
L. M. James	Q1 19-20 MUGA Caretaker Contract & expenses	540.59

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Glasdon UK Ltd	1st Traffic calming village sign Inv 775742	995.40
Mrs. R. Avery	Clerical cover for bereavement leave June 2019	66.02
Function 28 Ltd	Website Hosting	12.00
Mrs. K. Ford	Expenses incurred in June 2019	53.15

.02 1906 BPC FINANCIAL STATEMENT:

The report was not complete in time for review at this meeting. Deferred to the next full council meeting to be held 12.08.19.

2305 MEMBERS REPORTS

.01 Climate Emergency Action Working Group – Cllr. Benham

A report had been circulated to members (available on request). There were no questions from members.

.02 Bishop Avenue Car Park Enhancement – Project Update – Cllr. Lambert

It was noted the tarmac contractor has confirmed the material laid was the correct specification for use in a car park. Cllr. Lambert reported problems with the intended post and knee rail barrier. This was discussed and some suggestions offered, requires further research.

.03 Teignbridge Association of Local Council – Cllr. Merritt

An overview of the recent TALC meeting, held 27.06.19, was provided by Cllr. Merritt (available on request). Draft minutes should be available on the TDC website:-

<https://www.teignbridge.gov.uk/council-and-democracy/town-and-parish-councils/teignbridge-association-of-local-councils-talc/>

.04 Cllr. Merritt proposed a letter of thanks be sent to Mr. John Patton, Chairman of Bishopsteignton Village Festival, for the committee's dedication and achievement of another successful festival in June 2019. These sentiments were echoed by County Cllr. Peart. This was seconded by Cllr. Lewis, agreed unanimously and therefore **RESOLVED**.

.05 Two events were noted.

The licensing of Bishopsteignton new vicar, Revd. Jane Frost, was held at St. Johns on Tuesday 25th June.

The unveiling of the new four-parish boundary stone and information board, provided by Bishopsteignton Heritage, to be held on Wednesday 3rd July.

.06 The following future meeting dates were noted:-

Cemetery Committee Monday 15th July 7pm

Planning Committee Monday 15th July 7.30pm

TET Working Party Monday 5th August 7pm (Closed meeting)

Full Council Monday 12th August 7.30pm

The Chairman closed part I of the meeting at 9.11pm

PART II

In accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media were excluded from this part of the meeting for the consideration of business for which publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

2306 ALLOCATION OF SECTION 106 MONIES TO COMPLETE HLG TABLE TENNIS PROJECT

The project status was discussed at length; awaiting completion but requiring additional funds to lay a base for the table, which was ordered and paid for. The quotes obtained were considered.

It was proposed by Cllr Merritt, seconded by Cllr. Nicholson, that additional funds should be allocated from section 106 funds up to a value of £1,500.00 and that BGS be appointed to lay the required concrete base in

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accordance with their quotation SQ-639, provided 07.02.19, subject to satisfactory answers of the following enquiries:- What length of guarantee is offered? Can the concrete be dyed green?

FOR: 8, AGAINST: 1, therefore **RESOLVED**.

2307 BISHOPS AVENUE CAR PARK NOTICEBOARD

The clerk reported that the carpenter originally appointed to produce this board was no longer able to commit to the work and has withdrawn from the contract. Quotation were considered however members did not feel there was a suitable resolution at a reasonable cost. Further research to be conducted.

The Chairman closed part II of the meeting at 9.27pm

APPENDIX A – BPC Committee Structure 2019-2020

PLANNING

(minimum 6)

Cllr. Kate Benham

Cllr. Trevor Davey

Cllr. June Grimble

Cllr. Keith Lambert

Cllr. Henry Merritt

Cllr. Suzanne Nicholson

FINANCE & PERSONNEL

(minimum 5 members)

Cllr. Kate Benham

Cllr. Trevor Davey

Cllr. Reg Gill

Cllr. June Grimble

Cllr. Peter Lewis

Cllr. Henry Merritt

COUNTRYSIDE & RECREATION

(minimum 4)

Cllr. Kate Benham

Cllr. Trevor Davey

Cllr. June Grimble

Cllr. Keith Lambert

Cllr. Henry Merritt

Cllr. Richard Moore

Co-opted members: TBC

MAINTENANCE

(minimum 4)

Cllr. Trevor Davey

Cllr. Keith Lambert

Cllr. Henry Merritt

Cllr. Richard Moore

Cllr. John Parkes

CEMETERY

(minimum 4)

Cllr. James Day

Cllr. Reg Gill

Cllr. June Grimble

Cllr. John Parkes

TEIGN ESTUARY TRAIL

(minimum 4)

Cllr. Kate Benham

Cllr. Keith Lambert

Cllr. Peter Lewis

Cllr. Henry Merritt

Cllr. Suzanne Nicholson

Cllr. John Parkes

BPC REPRESENTATIVES ON THE FOLLOWING BODIES:

COMMUNITY CENTRE: Cllr. Henry Merritt

TEIGN ESTUARY

PARTNERSHIP:

Cllrs. Suzanne Nicholson & Henry Merritt

ST JOHNS MAINTENANCE:

Mrs. Kim Ford (Clerk)

DCC HIGHWAYS LIAISON:

Cllrs. K. Benham, K. Lambert & H. Merritt

TALC:

Cllrs. K. Lambert & H. Merritt. All welcome to attend

PCC ADVOCATE:

Cllr. Richard Moore

RURAL AID:

Cllr. June Grimble