

# BISHOPSTEIGNTON PARISH COUNCIL

## MINUTES

OF THE MEETING HELD 7.30PM MONDAY 02<sup>ND</sup> SEPTEMBER 2019 AT THE COMMUNITY CENTRE

### 2335 ATTENDANCE

01. PRESENT: Cllrs. Merritt (Chair), Benham, Davey, Day, Gill, Grimble, Lambert, Lewis, Nicholson & Parkes (10/11). Mrs. K. Ford (Clerk), County Cllr. Peart, District Cllr. MacGregor & 6 members of the public
02. APOLOGIES: BPC Cllr. Moore (1/11), PC. R. Harvey & PCSO. S. Bunce
03. DOI: None

The Chairman wished it to be noted that some members had not been attending meetings, full council or committee, and not submitting apologies with a reason to the clerk despite receipt of agenda and summons. He reminded members of their duty to attend in accordance with their declaration of acceptance of office.

### 2336 OFFICIAL REPORTS

- .01 **POLICE REPORT** – No report provided.
- .02 **COUNTY COUNCILLOR PEART** – Cllr Peart had nothing new to report from Devon County Council.
- .03 **DISTRICT COUNCILLOR MACGREGOR**- Cllr. MacGregor reported that TDC funding towards the planning stage of the Teign Estuary Trail (TET) had been confirmed in a Council Strategy Planning meeting. At the same meeting TDC looked at a £2m shortfall by 2021 and how this could be reduced whilst maintaining services. He added the assessment process was all-inclusive of TDC members regardless of their political party affiliation. The draft 20 year strategy plan should be available for public viewing from December. He reported that talks between officers regarding the opportunity to provide a new home for Bishopsteignton Scout Group on Michaels Field were ongoing.

### 2337 RATIFICATION OF MINUTES

- .01 Minutes of the Parish Council meeting held 12.08.19; it was proposed by Cllr. Day, 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 Planning Committee meeting held 18.08.19; it was proposed by Cllr. Grimble, seconded by Cllr. Davey, that these be approved and signed as a true and correct record. Agreed unanimously by all who attended therefore **RESOLVED**.

### 2338 BPC STRATEGIC PLAN

Members considered and briefly discussed the examples of Strategic Planning and Priorities from other local councils previously forwarded by the clerk.

It was agreed for all members to consider their personal views, and representation they wish to make for the public, and present a list of content for inclusion in a draft plan. To be submitted to the Clerk by 20.09.19.

### 2339 FINANCE

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

TO:	DESCRIPTION:	£
HMRC	Tax & NI	206.22
Mrs. K. Ford	August 2019 Salary	1325.45
DCC Pension Fund	Contribution to Clerks pension August 2019	432.75
Function 28 Ltd	Website Hosting Inv. 6221	12.00
BGS Ltd	TT Base at Lawns. Inv. 475	2160.00
DALC	Training. Inv. 1581	246.00
Zurich Insurance	Policy amendments increase premium. (If approved)	448.13
Mrs. K. Ford	Expenses incurred in August 2019 - Stationery	27.87
Mr. J. Day	Cemetery Expenses	15.19

# BISHOPSTEIGNTON PARISH COUNCIL

## MINUTES - continued

Of the meeting held 02.09.19

- .02 **MONTHLY FINANCIAL STATEMENTS:** A statement had been forwarded to members for their information for the period ending 31.08.19. This was **NOTED** by members and signed by the chairman. Clerk to publish on the BPC website.
- .03 **INSURANCE POLICY UPDATE:** A copy of the recently obtained Asset Valuation Assessment Report members consider the additional content of the policy and the associated increased cost. A resolution could not be made, members felt they required more time to consider the proposed change, therefore it was proposed by Cllr. Benham, seconded by Cllr. Nicholson that powers to finalise this motion be delegated to the Maintenance Committee and for the matter to be tabled at their next meeting. Agreed unanimously therefore **RESOLVED**.

### 2340 BPC REPORTS

- .01 **BISHOP REACTS Public Meeting held jointly between Sustainable Bishop and BPC** – Cllr. Benham and Cllr. Merritt provided the report (shown in as appendix A to these minutes). There were no questions or further comments.
- .02 **CEMETERY SITE VISIT** – The Clerk provided a report of the cemetery committee site visit held 21.08.19 (shown as appendix B to these minutes). Cllr. Nicholson suggest an invitation is sent to Mr. Les Down, as a local Funeral Director and parishioner his input could be very helpful.
- .03 **TEP BOAT TRIP** – Organised by TDC Teign Estuary Partnership, attended by Cllr. Merritt who gave a brief overview of the networking opportunity.
- .04 **LITTER PICKING** – The clerk reminded members of the community litter picking event coming up on Saturday 14<sup>th</sup> September, 11am to 1pm, meeting at Michaels Field car park. Cllr. Davey wished it to be **NOTED** that the resident of Orchard Cottage on Forder Lane regularly collected litter along this stretch of the road sides. It was agreed to send a letter of thanks and appreciation of his community spirit.

### 2341 PUBLIC PARTICIPATION

- .01 Mrs. Cawthraw commented on the community need for improved recycling provision, for items which are not collected on the roadside, and for these facilities small parcels of land may be required.
- .02 Mr. Pepperell reported his concern at the methods used by the maintenance contractor when tending to the garden at Wallis Grove.
- .03 Cllr. Grimble was pleased to report that Bishopsteignton Outdoor Art Group recently won an award for their entry to the TRAIL outdoor Art exhibition in Teignmouth this summer.

**The Chairman closed PART I of the meeting at 8.32pm**

### PART II...

#### MEMBERS ONLY – NOT OPEN TO THE PUBLIC

*In accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media are to be excluded from the meeting during the consideration of the following items due to the confidential nature of the business to be transacted.*

### 2342 REQUEST FOR GRANT OF PERMISSION:

A request had been received to place a skip in the car park at the top of Bishops Avenue. The matter was discussed in detail. It was proposed by Cllr. Nicholson that BPC do not grant permission, this was seconded by Cllr. Davey, agreed unanimously and therefore **RESOLVED**. Clerk to write to the applicant providing reasons for the refusal.

**The Chairman closed PART II of the meeting at 8.42pm**

# BISHOPSTEIGNTON PARISH COUNCIL

## MINUTES - continued

Of the meeting held 02.09.19

### Appendix A - MEMBERS REPORT – CLIMATE EMERGENCY PUBLIC MEETING HELD 28 AUGUST 2019

The meeting was held in the Community Centre, being a joint event organised by the Parish Council and 'Sustainable Bishop'.

The event was the first part of the strategy being developed by the joint working party. The aim was to raise awareness of the considerable work undertaken by 'Sustainable Bishop', and the declaration of a 'Climate Emergency' by the Parish Council at the May 2019 Meeting. Also, to update on what TDC are doing following their similar declaration.

The event agenda is attached for information. It was a real pleasure to have two Youth Speakers giving their perspective on the 'emergency' to really demonstrate the urgency of action required on so many areas of our everyday lives. A great way to open the meeting! All the speakers gave very passionate presentations on various initiatives being undertaken. The opportunity was also taken to give an update on the Teign Estuary Walking and Cycling Trail and its considerable relevance to Climate Change.

The Interaction Activity undertaken by the audience in six groups considering three specific questions was also a great success in public participation. The output is currently being compiled and analysed to help in the preparation of the next stage of the Action Plan to be developed by the Parish Council and 'Sustainable Bishop.' This of course will include ongoing public participation.

The next meeting for the working party is early September.

#### Conclusion

The meeting was great success, attended by approximately 80 people, displaying tremendous enthusiasm, real concern and commitment for embracing the change in attitudes and the actions required. In summary the meeting was a wonderful environment to be a part of!

**Henry Merritt & Kate Benham**

## BISHOP REACTS

Our Planet, our Future, our Responsibility

### EVENT AGENDA

28<sup>th</sup> August 2019

7.00	Welcome & Introduction	BPC Chairman Henry Merritt
7.05	Youth Speakers	Milly Lamboll Alice Lewis
7.10	Dawlsh Against Plastic	Vanessa Ryley
7.30	Refreshments served during...  Interaction Activity - Each table to consider 3 ways to become Plastic Free in Bishopsteignton	Henry Merritt & David Cochrane
8.00	Repair Café	Kate Yeo
8.10	Plastic Free Bishopsteignton	Elaine Cawthraw
8.15	Climate Emergency Action Plan - Bishopsteignton Parish Council	Clr. Kate Benham
8.20	Teign Estuary Trail	Estelle Skinner TDC Officer
8.55	CLOSE: Conclusion & Way Forward	Henry Merritt



# BISHOPSTEIGNTON PARISH COUNCIL

## MINUTES - continued

Of the meeting held 02.09.19

### Appendix B – CLERKS REPORT – CEMETERY SITE MEETING held 21.08.19

**PRESENT:** Cllrs. J. Day, R. Gill, J. Grimble & J. Parkes. Clerk: K. Ford

A site visit was conducted to ensure at future meeting all members could visualise the area being discussed and considered. In addition some particular area required attention and improvements for which members could offer contribute development ideas and assistance with planning and priorities.

**Overall Layout** – Cllr. Parkes suggested the main part of the empty lower section is left to grow longer with wildflowers seed sown. Others agreed that this may reduce the regular ongoing grass cutting cost whilst improving the habitat provision for wildlife. Clerk to discuss with contractor and advise at a future committee meeting.

**Building & Water Butts** – It was agreed the butts were not set up or connected efficiently. Cllr. Day offered to remedy this and screen them. The interior of the store needed attention, options for its use to be considered at a future cemetery committee meeting.

**New Trees** – It was agreed that at the southern strip of the garden of rest, between the small hedge and the boundary hedge (Area A on plan) would be an ideal place for new tree planting. This would offer a screen to the new development and contribute to actions on the Parish Councils Climate Emergency Action Plan (CEAP). Clerk to bring to the CEAP working group and discuss with local ecologist Matt Neale to consider ideal native species and a care plan.

**Natural Burials** – It was agreed that further research should be conducted into this procedure; a better understanding of the regulations was required. As an initial thought the lower section of the garden of rest, about the lower hedge and potential new trees was suggested (Area B on plan). This could be fenced off using estate style fencing and wildflowers and grasses be sown within. An underground wildlife barrier may be needed to keep out scavengers! Research into the regulations and practices for natural burial site is required, including assessing other sites to set a reasonable price-point.

**Memorial Garden** – (Area C on plan. Only a suggested possible name). Area previously used for grave-digging spoils and composting cut vegetation has become very badly overgrown and requires clearing, reshaping and rethinking. Members proposed some working sessions to begin the clearing work. Individual risk assessments would be carried out and workers would provide suitable PPE and use their own equipment. Once cleared development ideas could be discussed at a future meeting.

**Wild Meadow** – Cllr. Parkes suggested the majority of the lower section (Area D on plan) could be left long and sown with wild flowers, this should hopefully increasing plant diversity which attracts insects and other invertebrates (including butterflies, bees, spiders and millipedes), birds and mammals as well as potential reduction of maintenance costs for the current grass-cutting programme. To be researched and considered at a future meeting.

**Bushes in the Garden of Rest** – (Area circled blue on the plan) – It was agreed these bushes had grown too large for the space but it was unknown if this offered much ecological benefit. It was agreed to consult Matt Neale for his opinion. It was hoped to remove this and replace with a tree or just a continuation of the GoR.

