

BISHOPSTEIGNTON PARISH COUNCIL

MINUTES

OF THE MEETING HELD 7.30PM MONDAY 2ND DECEMBER 2019 AT COMMUNITY CENTRE, SHUTE HILL

PART I

2374 ATTENDANCE

01. PRESENT: Cllrs. Merritt (Chair), Davey, Day, Grimble, Lambert, Nicholson & Parkes (7/10).
Mrs. K. Ford (Clerk), County Cllr. Peart & 1 members of the public
02. APOLOGIES: BPC Cllrs. Benham, Gill & Moore (3/10), District Cllr. MacGregor, PC. R. Harvey & PCSO. S. Bunce
03. DOI: Cllr. Parkes declared a non-pecuniary interest for item 2364: ALLOTMENTS for which he will discuss but not vote.
Cllr. Davey declared a DPI for item 2366.01 for which he would leave the room if further discussion was required.

2375 PUBLIC PARTICIPATION

- Mrs. Cawthraw asked if the Parish Councils next article in the Parish Chronicle could include information to encourage vulnerable residents to register with Western Power Distribution to ensure continued power supply or other support necessary during a power cut.

2376 OFFICIAL REPORTS

- .01 **POLICE REPORT** – PC. Harvey has forward reports for crime in Bishopsteignton for the period 05.11.19 – 02.12.19 (3 crimes):
- Dangerous Driving – Male driver overtook over double white lines, on a bend and collided with a vehicle. Driver made off from scene. Under investigation.
 - Misuse Telecommunications – Domestic related. Numerous taunting/abusive text messages sent to female victim by ex-partner. Under investigation.
 - Harassment – Linked to above domestic offence. Ex-partner's new partner is habitually contacting the victim causing harassment and distress.

Cllr. Nicholson asked why the incident at the War Memorial/Methodist Church drive was not included. Clerk to ask PC. Harvey.

- .02 **COUNTY COUNCILLOR PEART** – Cllr Peart gave a brief report on County Council matters including Health & Welfare, care for the Elderly and rainfall.

2377 RATIFICATION OF MINUTES

- .01 Minutes of the Full Parish Council meeting held 04.11.19; it was proposed by Cllr. Day, seconded by Cllr. Parkes, that these be approved and signed as a true and correct record. Agreed unanimously therefore **RESOLVED**.
- .02 Minutes of the Planning Committee meeting held 18.11.19; it was proposed by Cllr. Merritt, seconded by Cllr. Nicholson, that following slight amendment, as agreed, these be approved and signed as a true and correct record. Agreed unanimously therefore **RESOLVED**.
- .03 Minutes of the Asset Management Committee meeting held 26.11.19; it was proposed by Cllr. Grimble, seconded by Cllr. Lambert, that these be approved and signed as a true and correct record. Agreed unanimously therefore **RESOLVED**.

2378 RECOMMENDATIONS

The following recommendations from the Asset Management Committee (AMC) meeting held 26.11.19 were discussed Cllr. Parkes, as Chairman of the AMC, explained the proposals using annotated maps.

- .01 It was proposed by Cllr. Nicholson, seconded by Cllr. Grimble that BPC resolve to agree in principal for the committee to conduct further research to eventually establish additional tree planting and areas of wild grass/flowers in accordance with the images of the Lawns and Village Green provided and explained by Cllr Parkes. FOR: 6, AGAINST: 0, ABSTAIN: 1. Therefore **RESOLVED**.

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MINUTES - continued

Of the meeting held 02.12.19

- .02 It was proposed by Cllr. Lambert, seconded by Cllr. Davey that BPC resolve to agree in principal for the committee to conduct further research into upgrading the current asset management register and the possibility of establishing an interactive map and reporting system on the BPC website (beginning with benches). Agreed unanimously therefore **RESOLVED**.
- .03 The final recommendation from the AMC, for BPC to resolve to urgently complete enhancement works to Bishops Avenue Car Park in accordance with the DCC 2017 Stage 2 Safety Audit report (Ref: NFI.26. - 1754 – Appendix C) and plan drawing (Ref: B08013 – Appendix D) was moved to item 2363 for further discussion.

2362 CO-OPTION POLICY & BPC VACANCY

- .01 It was proposed by Cllr Nicholson, seconded by Cllr. Parkes that the draft co-option policy as updated be adopted by BPC. Agreed unanimously therefore **RESOLVED**.
- .02 The clerk presented the optional dates for the co-option process to take place, including the applications periods for each. It was proposed by Cllr. Davey, seconded by Cllr. Parkes, that co-option be included on the agenda for the full council meeting of 03.02.20 and that all applications should be submitted by Friday 24.01.20. Agreed unanimously therefore **RESOLVED**.

2363 BISHOPS AVENUE CAR PARK

Members discussed the project progress so far and recent hold-ups referring back to the safety audit for the specification limitations for the railings and the consequences if not adhered to were explained by the clerk. It was proposed by Cllr. Lambert, seconded by Cllr. Parkes and agreed unanimously for BPC to urgently complete enhancement works to Bishops Avenue Car Park in accordance with the DCC 2017 Stage 2 Safety Audit report (Ref: NFI.26. - 1754 – Appendix C) and plan drawing (Ref: B08013 – Appendix D). In addition it was agreed that temporary chapter 8 safety barriers be erected on at the site to limit traffic illegally traversing the pedestrian footway. **RESOLVED**.

2364 ALLOTMENTS, MICHAELS FIELD

Members considered a request from BAGS for BPC support for their application to TDC for alterations to the layout at the allotments, Cllr. Parkes explained the need to move the sheds to individual plots as a way to discourage break-ins or vandalism. Cllr. Nicholson commented that the original row was considered better for overlooking properties opposite on the A381, Newton Road however this is no longer relevant since the growth of the boundary hedges.

It was proposed by Cllr. Lambert, seconded by Cllr. Day, to support this proposal when consulted by TDC. Agreed unanimously therefore **RESOLVED**.

2365 FINANCE

- .01 **PAYMENTS:** It was proposed by Cllr. Parkes, seconded by Cllr. Day, 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 - November 2019	206.02
Mrs. K. Ford	November 2019 Salary	1325.65
DCC Pension Fund	Contribution to Clerks pension November 2019	432.75
Function 28 ltd	Website Hosting Inv.	12.00
BGS Ltd	Tree fell at Lawns Inv 3375	96.00
SLCC	Annual Membership renewal	180.00
Wicksteed	2 x Rubber shrouds for Lawns Playground. Inv 808710	143.22
Function 28 ltd	Accessibility regulations for website Inv. 6682	108.00
Southern Timber Ltd	Wood & treatment for BERT Shed	47.64
G. Bogdan	Balance on completion of noticeboard, Fore Street.	840.00
K. Ford	November 2019 Expenses - Fire Proof Box	70.50
Williams & Triggs	3 Reservation tablets - Inv 16431	108.00

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Of the meeting held 02.12.19

- .02 **MONTHLY FINANCIAL STATEMENTS:** A statement for the period ending 30.11.19 was not available for presentation to members at this meeting. Item to be deferred to the next full council meeting.

2366 BPC MEMBERS REPORTS – written reports available on request.

- .01 TET Working Group - Report from the meeting held 11.11.19 was NOTED. No further discussion required.
- .02 CEAP Working Group – Report from the meeting held 06.11.19 was NOTED. No further discussion required.
- .03 TALC – Update from the meeting held 28.11.19 was NOTED. No further discussion was required.
- .04 Clerks Report – BPC Objective & Priorities – Report from the meeting held 27.11.19 was NOTED. No further discussion was required, further information will be circulated for discussion at a future full council meeting.

The Chairman closed PART I of the meeting at 9.18pm

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.

2367 PERSONNEL

The clerk explained the current pay structure and the results of the job evaluation recently conducted before leaving the room to allow members to speak freely. Members considered the pay scale spinal column point to ensure the pay correctly reflected the role conducted.

It was proposed by Cllr. Merritt, seconded by Cllr. Davey, agreed unanimously and therefore RESOLVED to increase the clerks salary to spinal point 35 in LC2 (above substantive benchmark range) on the 2020-2021 NALC/SLCC approved pay scale (to be published in the new year).

The Chairman closed PART II of the meeting at 9.36pm