

# BISHOPSTEIGNTON PARISH COUNCIL

## DRAFT V01 MINUTES

### FULL COUNCIL VIRTUAL MEETING

HELD 7.00PM MONDAY 7<sup>TH</sup> SEPTEMBER 2020 USING ZOOM

#### 2503 ATTENDANCE

- .01 PRESENT: Cllr. Merritt (Chairman), Cllrs. Benham, Gateshill, Gill, Grimble, Lambert, Nicholson (7/7), Newly co-opted member Cllr. J. Watson.  
Clerk: Mrs. K. Ford, District Cllr. A. MacGregor, County Cllr. R. Peart & up to 3 members of the public at different times.
- .02 APOLOGIES: PC. Orchard
- .03 DOI: None

#### 2504 MEMBER CO-OPTION

- .01 The applicant, Mr. Johnathan Watson, was welcomed and invited to introduce himself. Members followed with several questions. It was proposed by Cllr. Lambert, seconded by Cllr. Benham, agreed unanimously there **RESOLVED** for Mr. Watson to be co-opted as a member of BPC.
- .02 Cllr. Watson signed a declaration of acceptance of office enabling immediate participation in this BPC meeting.
- .03 Having consider the committees of BPC Cllr. Watson was accepted as a member of the BERT committee.

#### 2505 OFFICIAL REPORTS

- .01 **POLICE:** The following report had been forwarded by PC. Orchard prior to the meeting:

Offence	Recorded Crime 01/08/2020 to 31/08/2020	Recorded Crime 01/08/2019 to 31/08/2019	Recorded Crime % Difference
Violence without Injury	0	3	-100.0%
Rape	0	1	-100.0%
Other Sexual Offences	1	0	-
Vehicle Offences	1	0	-
Criminal Damage	1	1	0.0%
Public Order Offences	0	1	-100.0%
<b>Total</b>	<b>3</b>	<b>6</b>	<b>-50.0%</b>

- .02 **COUNTY COUNCILLOR REPORT:** Cllr. Peart reported on the newly published scheme to enable local buying power of solar panels for reduced cost. Solar Together Devon has been created under the Devon Climate Emergency umbrella and more details can be found on this website: <https://solartogether.co.uk/Devon/home#>

Cllr. Lambert requested assistance from Cllr. Peart by providing contact details off the correct officer to liaise with to request the restoration of lines covered over by recent resurfacing by to Supply Store, Fore Street.

- .03 **DISTRICT COUNCILLOR REPORT:** Cllr. MacGregor reported:

- A new leader to Teignbridge District Council, Cllr. Alan Connett is also leader of the Liberal Democrats for Devon and leader of the opposition at Devon County Council.
- The Executive Committee of TDC continue to work towards the plan for comeback from Covid-19.
- Of the £41m business support grant fund allocated to TDC by central government £36m has been successfully distributed to eligible businesses. The remaining £5.57m shall be retained by TDC temporarily while the final amount loss of income to TDC is calculated and this grant to be deducted before the balance is returned.
- When asked Cllr. MacGregor confirmed all aspects of TDC Leisure are reopened although not at full capacity; except for Teignmouth Lido which remains closed until further notice.

#### 2506 RATIFICATION OF PREVIOUS MEETING MINUTES:

- .01 Minutes of the Full Parish Council virtual meeting held 10.08.20; it was proposed by Cllr. Grimble, seconded by Cllr. Gateshill, that these be approved as a true and correct record; to be signed in the future. Agreed unanimously therefore **RESOLVED**.

DATED:

CHAIRMAN:

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## FINAL DRAFT MINUTES - continued

FULL COUNCIL VIRTUAL MEETING - held 07.09.20

- .02 Minutes of the Asset Management committee virtual meeting held 12.08.20; it was proposed by Cllr. Lambert, seconded by Cllr. Grimble, that these be approved as a true and correct record; to be signed in the future. Agreed unanimously therefore **RESOLVED**.
- .03 Minutes of the Planning committee virtual meeting held 24.08.20; it was proposed by Cllr. Lambert, seconded by Cllr. Benham, that these be approved as a true and correct record; to be signed in the future. Agreed unanimously therefore **RESOLVED**.
- .04 Minutes of the Asset Management committee virtual meeting held 01.09.20; it was proposed by Cllr. Grimble, seconded by Cllr. Benham, that these be approved as a true and correct record; to be signed in the future. Agreed unanimously therefore **RESOLVED**.
- .05 The minutes of the BERT committee virtual meeting held 25.08.20 and the in-depth BERT Covid-19 Phase 1 Assessment Report were noted. BPC resolved for thanks to be passed to the team for all their hard work.

### 2507 RECOMMENDATIONS from the Asset Management Committee:

- .01 Following discussion in accordance with the recommendation (minute reference AMC2009.02) made by the Asset Management Committee it was proposed by Cllr. Lambert, seconded by Cllr. Benham, that Bishopsteignton Parish Council resolve to:
- Approve the outline projected costs identified in the confidential paper
  - Approve to proceed to issue at least three invitations to tender on each of the contracts
  - Approve to delegate authority to complete the tendering and letting process to the Asset Management Committee

This was unanimously agreed and therefore **RESOLVED**.

Cllr. Gateshill indicated the invitation to tender would be cast far and wide to ensure maximum exposure and input of tenders. The invitation will also go directly to the existing contractor and others known to BPC. To be discussed further by the AMC before invitations are issued. Meeting to be arranged.

- .02 Following discussion in accordance with the recommendation (minute reference AMC2009.03) made by the Asset Management Committee it was proposed by Cllr. Lambert, seconded by Cllr. Gateshill, that, subject to the satisfactory result of consultation with TDC planning and Estate department, Bishopsteignton Parish Council resolve to:

Grant permission for a 2-month trial period to the Crew Coffee Company to use the Lawns Recreation Grounds car park as detailed in their proposal.

This was unanimously agreed and therefore **RESOLVED**.

Cllr. Watson raised the probable need for another bin on site, Cllr. Gateshill suggested Crew Coffee Company will provide an additional temporary bin and all waste should be removed from the site each day; that they also take responsibility for litter dropped across the site. These terms can be written into an agreement between BPC and Crew Coffee Co.

*Cllr. MacGregor gave apologies and left the meeting.*

### 2508 PLANNING

- .01 **APP REF:** 20/01456/HOU - Withy Cottage, Coombe Way  
**PROPOSAL:** Conversion of curtilage building, erection of lean-to and raised decking to form ancillary accommodation
- It was proposed by Cllr. Benham, seconded by Cllr. Merritt, that the following comment be submitted. Agreed unanimously therefore **RESOLVED**.
- PC COMMENTS:** The parish Council object to this proposal for the following reasons:

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FULL COUNCIL VIRTUAL MEETING - held 07.09.20

- Concerns over the parking provision within the site. If more vehicles are present as a result of the development, space for manoeuvring will be limited. Emerging onto the narrow lane from the partially concealed entrance is not considered safe, especially if reversing the vehicle. The council would suggest that a DCC Highways Officer conducts a site visit to assess the access provision and provides a relevant report of their findings.
- This location is outside the settlement limit for the village of Bishopsteignton and contrary to the Teignbridge Local Plan policies EN2 & EN2A which are both supported within the text of the Bishopsteignton Neighbourhood Development Plan 2013 – 2033.
- Concerns of overlooking from both the raised decking and main windows facing neighbouring properties to the East.
- If the officer is in mind to grant conditional planning permission the council would strongly request a condition which will not allow for the curtilage to be split and the developed ancillary building to be sold separately.

### .02 ADDITIONAL PLANNING MATTERS

- Cllr. Nicholson reported the refusal of retrospective permission for floodlighting at Coombe Cellars is being adhered to. Lights are still on but reduced in impact and time.
- Cllr. Nicholson wished for it to be noted that consideration must be given to the conditional planning permission granted for floodlight provision at the Lawns MUGA if the current system is to be replaced/updated.
- Cllr. Nicholson reported further public concerns have been raised about what appears to be unauthorised development at the rear of the Old Commercial pub; this now includes a workshop. The clerk reminded members the matter had been reported to the planning enforcement officer who had responded that the development was within the permitted development rights and appeared to be of a temporary nature. Cllr. Nicholson requested the matter is pursued and an officer from Design & Heritage at TDC is included in the circulation.
- Cllr. Nicholson expressed astonishment at the decision notice from TDC to grant conditional planning permission on application 20/01248/HOU – Highview House, Happy Valley - New Garage/Storage Building and requested this is discussed and further action considered at the planning committee meeting to be held 21.09.20.

### 2509 TDC CONSULTATION: REVIEW OF STATEMENT OF LICENSING POLICY

Following consideration, it was proposed by Cllr. Lambert, seconded by Cllr. Merritt, that BPC respond to this consultation with no comment. Agreed unanimously therefore **RESOLVED**.

### 2510 DCC CONSULTATION OF THE UPDATED LOCAL FLOOD RISK MANAGEMENT STRATEGY FOR DEVON

Members considered the proposed updates to this strategy document. When consulted Cllr. Peart reported this was the first update since 2014, but not much has been amended, and that Bishopsteignton are not on the flood risk register. Cllr. Benham raised concerns that the report only addresses surface water and not rising sea levels, the opening paragraphs mention the County Climate & Ecological Emergency and however the declaration is not referred to again throughout the whole document or any mention of the Councils plans to combat of carbon footprint. Cllr. Peart said he would investigate these points and respond at the next full BPC meeting to be held 05.10.20, within the consultation period. Therefore, it was proposed by Cllr. Benham, seconded by Cllr. Merritt, that this matter be deferred until that meeting. Agreed unanimously therefore **RESOLVED**.

Cllr. Nicholson suggested excess surface water is a result of blocked drains and gullies with mention of Teign View Road. Cllr. Lambert reported these had been attended to only today and it was hoped the method used will have sufficiently cleared them for the Autumn/Winter weather.

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### 2511 FINANCE

#### .01 LOCALITY BUDGET:

Cllr. Peart reminded members that he has fund available under locality budget for the parish council to claim for any community project. Any application would need to be submitted, approved and the fund allocated prior to the cut off for purdah in March 2021.

#### .02 PAYMENTS:

Following a brief discussion for clarification it was proposed by Cllr. Nicholson, seconded by Cllr. Gill, that the payments listed below, in accordance with '200907 payment schedule' be approved; then processed by the clerk. Agreed unanimously therefore **RESOLVED** to approve. Clerk to process.

HMRC	Tax & NI for August 2020 includes extra for backdated payrise	45.21
Mrs. Kim Ford	Clerk salary for August 2020	1614.35
DCC Pension Fund	Employer & employee contribution to pension for August 2020	492.77
SLCC	National Conference Webinar attendance for Clerk Inv 132347	30.00
P. Walton	Bench repairs - Cemetery & Lawns Inv. 03	165.89
J. Parkes	Cemetery exps - Wheelbarrow, to be stored on site. Inv. QWW437140762	46.49
Mrs. Kim Ford	BERT Exps - Face coverings x 100. See receipt	50.00
Kate Eco Gardening	Work at Bishopsteignton Cemetery	364.00
<b>TOTAL (Gross. Incl VAT – to be reclaimed)</b>		<b>2808.71</b>

.03 **MONTHLY FINANCE STATEMENTS:** A statement for the period ending 31.08.20 had been forwarded to members. No questions raised therefore this was **NOTED** by members and signed by the chairman. Clerk to publish on the BPC website.

**2512 CLERKS REPORT:** (Available on request) Members considered the report provided prior to the meeting and the following point were discussed further:

- The clerk gave further details of the in-depth requirement the BPC website to ensure compliance with website accessibility regulations.
- Cllr. Nicholson questioned the income tax element of the recently received small business relief grant from central government via TDC. The clerk reported she was investigating how to handle this and would be contacting both TDC and the council's internal auditor.
- Cllr. Gill asked for the plan of action for filling the final three vacant seats on the council. This was discussed by members and it was agreed the matter needed further ideas and consideration.

### 2513 PUBLIC PARTICIPATION

A member of the public reported the following for information:

- Channel View surgery have organised for flu jabs to be offered on 30.09.20 at St Johns Church so that and easy system of separate entrance and exit can be used.
- Now that Volunteering in Health are looking to restart community transport the Bishopsteignton Care watch team are looking to restart voluntary assistance in the parish.
- Using a grant and contact through Teign CVS he is looking to purchase a 'fogger' for community use and may approach BPC for funding assistance, further details to follow.

THE CHAIRMAN CLOSED THE MEETING AT 8.43PM

DATED:

CHAIRMAN: