

# BISHOPSTEIGNTON PARISH COUNCIL

## MINUTES

### FULL COUNCIL VIRTUAL MEETING

HELD 7.00PM MONDAY 2<sup>ND</sup> NOVEMBER 2020 USING ZOOM

### PART I

#### 2546 ATTENDANCE

- .01 PRESENT: Cllr. Merritt (Chair), Cllrs. Benham, Gateshill, Gill, Grimble, Lambert, Nicholson & Watson (8/8), Clerk: Mrs. K. Ford, District Cllr. A. MacGregor, County Cllr. R. Peart & 3 members of the public.
- .02 APOLOGIES: PC. Orchard/PCSO. Bunce
- .03 DOI: None

#### 2547 OFFICIAL REPORTS

- .01 **POLICE:** The following reports had been forwarded by PC. Orchard prior to the meeting:  
Monthly crime report/figures for the period 01/09/20 to 31/10/20:

Offence	Recorded Crime 01/09/2020 to 31/10/2020	Recorded Crime 01/09/2019 to 31/10/2019	Recorded Crime % Difference
Violence with Injury	2	2	0.0%
Violence without Injury	1	1	0.0%
Burglary Non-Dwelling	0	1	-100.0%
Shoplifting	0	2	-100.0%
Other Theft	2	0	-
Criminal Damage	2	0	-
Public Order Offences	1	0	-
<b>Total</b>	<b>8</b>	<b>6</b>	<b>33.3%</b>

Incident Closing Category	Incidents - 01/09/2020 to 31/10/2020	Incidents - 01/09/2019 to 31/10/2019	Incidents % Difference
Anti Social Behaviour	2	3	-33.3%
Crime Recorded	5	2	150.0%
Public Safety	11	7	57.1%
Transport	13	17	-23.5%
<b>Total</b>	<b>31</b>	<b>29</b>	<b>6.9%</b>

Currently, Speedwatch activities are taking place in the vicinity of the pedestrian crossing between Michaels Field and Cockhaven Road. There have been several reports of traffic not stopping at red lights, due to the low winter sun. He will produce a report of his findings in due course. Cllr. Nicholson suggested this matter is added to the agenda for a future liaison meeting with the DCC Neighbourhood Highways Officer.

- .02 **COUNTY COUNCILLOR REPORT:** Cllr. Ron Peart gave the following report:

#### **Covid Lockdown**

Devon is one of the largest local authorities in the country and at the start of this crisis we recognised that there would need to be very local solutions. So, we have worked in close cooperation with our eight district councils as Team Devon throughout the pandemic. Devon County Council shared £1 million of funding between the districts alongside a further £700,000 from the Government, this is currently supporting grants to people and families suffering hardships across Devon.

Around £600,000 of this is still available and I would urge anyone who needs help providing food for their children to apply for this extra assistance through their district council helpline 01626 215512.

John Hart, Leader of Devon County Council also instructed that the council holds a further £100,000 in reserve for additional hardship funding this winter and says 'I am now writing to Government to outline that due to our financial position we are limited in our ability to provide this support beyond the spring. We therefore urgently call on the Government to properly fund support in Devon affected by the financial impact of the Pandemic.

#### **Funding News**

The CO-OP has donated £1.5m from the money raised over the summer through purchases from the Co-op picnic range. They have given this to the UK Community Foundations Fund, The Fund will be open from the 26th October and close on the 13th November. Applications welcomed from charities, Parish & Town councils, Parent Teacher Associations, Churches, and other groups who give out food in the community contact number 02077139326, The average amount given out is between £2,000 and £10,000. (Info to be shared in the community please).

Cllr. Peart added news from Teignbridge District Council, that both Rural Aid and the rural skip service have been withdrawn.

- .03 **DISTRICT COUNCILLOR REPORT:** Cllr. Andrew MacGregor gave the following report:

#### **1) Lockdown Announcement.**

The Govt announced a 4-week Lockdown over the weekend which will impact directly on Council services, local businesses and residents. At this time there is only outline guidance, and we are awaiting more detail, but in the interim the following aspects are known.

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- Leisure Centres are closed – exception for dual user sites where shared with schools or colleges (they will still be able to use) Users notified over the weekend
- Remembrance commemorative events – Guidance is being revised, but we understand the advice is no events.
- Businesses – Essential retail and non-interactive businesses (those who do not have customers shopping or coming to the premises) may remain open. All food outlets serving on premises are likely to be closed but takeaway (delivery only) looks like it will continue.

Implications for business are significant and the Govt will be extending the furlough scheme as well as making small business grants of £3000 (I believe this is per month although confirmation is yet to come through – if it is per month, this indicates the 'limited' lockdown may extend beyond 2<sup>nd</sup> Dec.)

TDC will be communicating directly with Parishes and Towns with advice and guidance and possibly extra advice on how to assist community groups. People listed as shielding and/or vulnerable will be contacted by letter (following a confirmation check on the register)

### 2) Shellfish 'looting' on the Teign and Exe Estuaries.

The task of policing these fishers falls to the Devon and Severn Inshore Fisheries and Conservation Authority. It is a real challenge to protect the shellfish when, historically, people have been permitted to collect an amount for personal use. However, we have seen groups of people collecting and bucket loads of shellfish being loaded into vans.

The concern is about the impact on the Estuaries but also if some of the shellfish are taken from non-designated water. Devon & Severn are working towards a new bylaw which would give them the power to act... and TDC are encouraging them to make all possible haste with the bylaw to protect our Estuaries.

### 3) Teignmouth Regeneration

The work is progressing. Wring Group have been appointed to clear the old Bobbets Garage and storage site and Primebuild SW are demolishing the Eastcliff Centre which is now fenced off. TAAG have effectively purchased the building (slightly reduced to enable the new NHS Centre space.)

### 4) Declaring an Ecological Emergency

TDC declared an Ecological Emergency to sit alongside the Climate Change Emergency. The next stage is for the Overview and Scrutiny Committee to look at what has been done, what we are doing and what we can do in future, including working with community groups, stakeholders and partners as well as with Town and Parish Councils. We welcome input to the process and if you have any suggestions or things you'd like to see, please contact Cllr Jackie Hook on [Jackie.hook@teignbridge.gov.uk](mailto:Jackie.hook@teignbridge.gov.uk)

Also it would be great to advertise the Wildlife Warden scheme which can be linked via this link.

<https://actionclimateteignbridge.org/index.php/2020/08/30/could-you-be-a-parish-wildlife-warden/>

### 5) Sludge dumping (dredging) from Exmouth Marina

We have asked for a pause in the process until adequate up to date sampling has taken place and a few inconsistencies have been clarified. At present the MMO is working on a single split sample dating from 2016. We have asked for updated sampling.

### 6) Support for 3<sup>rd</sup> Sector – foodbanks etc.

This morning I discussed the potential for assisting the 3<sup>rd</sup> sector help those in need over the next 4 weeks and possibly longer. Council Leader Alan Connett is to discuss this tomorrow with John Hart at DCC to try a coordinated approach where possible. Hopefully, we will have a clearer picture by Wednesday.

Cllr. Merritt asked Cllr. MacGregor, following on from matter raised within the police report; does TDC have any intention of repairing the potholes and/or addressing the poor surface in Michaels Field car park? The answer was unknown, Cllr. MacGregor shall investigate and report back.

A member of the public asked Cllr. MacGregor if the £10k Grant awarded to Bishopsteignton Parish Council had been intended for local councils? He responded the grant was initially misunderstood however has correctly been claimed by and awarded to BPC as business rate payers.

## 2548 RATIFICATION OF PREVIOUS MEETING MINUTES:

- .01 Minutes of the Full Parish Council virtual meetings held 05.10.20, 09.10.20 & 19.10.20 it was proposed by Cllr. Nicholson, seconded by Cllr. Benham, that these be approved as a true and correct record; to be signed in the future. Agreed unanimously therefore **RESOLVED**.

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- .02 Minutes of the Planning committee virtual meeting held 19.10.20; it was proposed by Cllr. Benham, 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 Asset Management committee virtual meeting held 28.10.20; it was proposed by Cllr. Gateshill, seconded by Cllr. Grimble, that these be approved as a true and correct record; to be signed in the future. Agreed unanimously therefore **RESOLVED**.

### 2549 FINANCE

#### .01 PAYMENTS:

It was proposed by Cllr. Watson, seconded by Cllr. Gateshill, that the payments listed below, in accordance with '201102 payment schedule' be approved; then processed by the clerk. Agreed unanimously therefore **RESOLVED** to approve. Clerk to process.

HMRC	Tax & NI for October 2020	331.26
Mrs. Kim Ford	Clerk salary for October 2020	1481.75
DCC Pension Fund	Employer & employee pension contribution for October 2020	492.77
DALC	Inv 2360. Cllr Benham webinar fee	36.00
Amazon Business Account	Several invoices, see attachments	101.88
Viking Direct	Storage Boxes for BERT	84.70
PKF Littlejohn LLP	Inv SB20201651. External audit of 2019-20 AGAR.	480.00
Bishop Property (J. Parkes)	Inv dated 19.10. Work at Luton Phone box.	300.00
Office Furniture Ltd	Inv SN664254. Eco Noticeboard for Luton phonebox	32.40
K. Ford	Expenses incurred during Oct 2020, see receipts.	37.74
BGS Ltd	Inv 4775 benches at VG	720.00
<b>TOTAL (Gross. Incl VAT – to be reclaimed)</b>		<b>4098.50</b>

- .02 **MONTHLY FINANCE STATEMENTS:** A statement for the period ending 31.10.20 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.
- .03 **ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2019-20** – It was noted that the return has been approved by the external auditor but it had been highlighted that the delay between submission and the commencing the period for the exercise of public rights was not in accordance with regulation 14 and regulation 15. The clerk explained this was due to annual leave and setting a period for the exercise of public rights which could run consecutively meant it was later than the submission.
- .04 **STATEMENT OF S106/CIL/GRANT FUNDS** – This was **NOTED**. Produced by the clerk to assist members of the Strategy & Priorities working party to enable budgeting for certain projects. The next meeting is to be held 12.11.20 aiming to present papers to the full council at the meeting in December; these should include a leader/manager and target date for projects.

### 2550 PLANNING:

- .01 **APP REF:** 20/01874/HOU - Lark Rise, 9 Littlefield, TQ14 9SG  
**PROPOSAL:** A single storey side extension to create garage/bike store  
It was proposed and seconded that the consideration of this application be deferred until the BPC Planning Committee meeting to be held 16.11.20. Agreed unanimously therefore **RESOLVED**.

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**2551 CLIMATE & ECOLOGICAL EMERGENCY: BPC/ACT PROPOSAL:** Members considered the proposal from ACT (Action for Climate Change in Teignbridge) to hold an initial meeting with BPC to see if and how ACT could assist them in achieving their Climate and Ecological deceleration & how this can be communicated in a plan. It was proposed by Cllr. Benham, seconded by Cllr. Lambert, proposes to form a small BPC working party to attend a joint meeting to consider a more of a formal arrangement with aim to complete a draft plan for full council adoption and that this small working party are delegated authority to proceed with a working partnership without consultation with the full council. This was agreed unanimously therefore **RESOLVED**. Members of the group to liaise with ACT are agreed as Cllr. Benham (acting on behalf of BPC not ACT) and Cllrs. Grimble, Merritt & Watson.

**2552 CLERKS REPORT:** (Available on request) Members considered the report provided prior to the meeting and the following point were discussed further:

- Cllr. Nicholson reported the patching which had been carried out on footpath 13, adjacent to the school, that this was unsatisfactory, and some section missed although marked with white spray paint. The council considered taking on the work of resurfacing and claiming from the DCC Highways Community Enhancement fund. Cllr. Lambert offered to get some quotes and the clerk will liaise with the Neighbourhood highways officer about the funding opportunity.
- Cllr. Watson updated members on the status of the tablets; these are being set up by him and James Hooper ready for use; hopefully before the December full council meeting. He confirmed additional work was required to prepare policies for Privacy, GDPR and device usage; these will need annual review.
- Cllr. Watson introduced the plan to digitalise the Councils old coat of arms/logo and a proposed colour palette to enhance the professional face of the council. This can be incorporated into letterhead, the website, BPC social medial presence, etc. The initial design shall be shared with members for their comments and discussed at a future meeting.
- The clerk reported the potential for changes to Remembrance Sunday event for 2020 following the government's announcement for a second lockdown to begin on Thursday 5<sup>th</sup> December. This was discussed. It was proposed and seconded to cancel the already organised event and all parties be informed and thanked for their help. It is considered important to adhere to government guidelines, minimise the spread of the virus and reduce the impact on the National Health Service. Agreed unanimously therefore **RESOLVED**.

**2553 PUBLIC PARTICIPATION:**

- .01 It was reported that Supply Stores in now on the market and has been for several weeks. There has been no real interest yet, but this could be because of the current economic climate. The current owner is looking for a prompt turn around for the disposal. The asset has been listed for Community Right to Bid, but as yet no action is required.
- .02 A member of the public questioned the practice of the parish council for discussing items in PART II rather than public sections of the meeting. These matters being the purchase of hardware & software as tools to enable BPC to meet its obligations to the Data Protection Data Regulation and the proposals to allow Crew Coffee Company to trade at The Lawns recreation ground car park. These concerns were noted, both the clerk and chairman responded that more consideration would be given in future to where on the agenda each item should be placed.

THE CHAIRMAN CLOSED THE MEETING AT 8.15PM