

BISHOPSTEIGNTON PARISH COUNCIL

MEMBER SUMMONS

Dear Council Member,

Issued Tuesday 27th April '21

Your presence is required for the full council meeting of Bishopsteignton Parish Council via Zoom using the following link <https://us02web.zoom.us/j/86910631132> on Tuesday 4th May 2021 at approximately 7.15pm (following on from the Annual Meeting of the Parish Council).

An agenda of business to be transacted at this meeting is below.

Declarations of Interest: Please consider the declaration of any disclosable pecuniary interests or other interests for any agenda items. Should you wish to request dispensation please apply to the clerk in writing prior to the meeting.



Kim Ford - Clerk to the Council

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AGENDA

OF FULL COUNCIL VIRTUAL MEETING TO BE HELD 7.15PM TUESDAY 4TH MAY 2021

VIA ZOOM <https://us02web.zoom.us/j/86910631132>

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.

2105.01	MEETING GOVERNANCE: <ul style="list-style-type: none">i. Attendance & Apologies: for absence received prior to the meeting, to be noted.ii. Declaration of Interests: Acknowledgment of DOI received for any item on the agenda. <i>And, if required, Clerk's response to any request for dispensation (made in writing prior to the meeting).</i>iii. Order of Business: Consider possible reorder of the agenda items listed below and if any should be discussed with press & public excluded (<i>PART II</i>). <i>In accordance with the public Bodies (Admission to Meetings) Act 1960 and Local Government Act 1972, ss100 & 102).</i>
2105.02 .01	OFFICIAL REPORTS (Appendix A) from: Police – PC. Clarke Orchard <i>PLEASE NOTE: Neither Cllr. MacGregor or Cllr. Peart wish to provide a report this month as both are subject to regulations under purdah.</i>
2105.03 .01 .02	RATIFICATION OF MINUTES of the Full Council meetings held via zoom on:- 01.03.21 (as ratification deferred on 06.04.21) 06.04.21
2105.04 .01 .02 .03 .04	FINANCE: <ul style="list-style-type: none">.01 PAYMENTS: Resolve payment transactions detailed in '210504 Payment Schedule' (Appendix B)..02 MONTHLY FINANCE STATEMENT: Resolve to acknowledge '210430' Financial Statement' (Appendix C)..03 BPC ANNUAL ACCOUNTS STATEMENT: Resolve to acknowledge the statement of BPC accounting for financial year 2020-21 (Appendix D).04 2020-21 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN:<ul style="list-style-type: none">i. Resolve to acknowledge completion of Annual Internal Audit Report - AGAR Page 3 of the audit return submission for 2020-21 (Appendix E)ii. Review and resolve to approve for the chairman to sign section 1: Annual Governance Statement - AGAR page 4 of the audit return submission for 2020-21 (Appendix F).iii. Review and resolve to approve for the chairman to sign section 2: Accounting Statement for 2020-21 - page 5 of the audit return submission 2020-21 (Appendix G)iv. Resolve to approve as a true and correct record by submission of the completed Annual Governance & Accountability Return 2020-21 to the appointed external auditor.
2105.05	PIZZA VENDOR OFFER Further to the discussion last month and the resolution which was rescinded. Consider an alternative resolution to either conclude or progress this matter. See members summary report (Appendix H).

<p>2105.06</p> <p>.01</p> <p>.02</p>	<p>RECOMMENDATION FROM COMMITTEES/WORKING PARTIES: At meetings held recently held the following recommendation is to be considered and a resolution to approve/amend made accordingly:</p> <p>From the Objectives & Priorities Working Party: In accordance with the working part meeting held 20.04.21 (see item 9 of meeting notes as appendix J). It is recommended that BPC consider to approve the following amendment of the Project Management Guidelines: 'Identifying a Project' be amended from a PID being required for projects above £1,000 to £5,000 and with no future reference to the number of people involved.</p> <p>From the Asset Management Committee: In accordance with AMC meeting held 29.03.21, see draft minute reference 2103.06.01 relating to Cockhaven Close Playground Drainage; three quotations for the required work have been sought. If available at the BPC meeting to be held 04.05.21: It is recommended that BPC members compare these and accept the quotation one preferred contractor to be appointed accordingly. Alternatively, should the quotes not yet be available/submitted in time, it is recommended that BPC approve a budget of £2,500 for the work outlined and that authority be delegated to the AMC Chairman, , to select and appoint the preferred contactor from the quotes submitted in due course in accord with the clerk and full council chairman/vice chairman.</p>
<p>2105.07</p>	<p>SCOUT HUT PROVISION AT THE LAWNS: Members to consider the provision of land at The Lawns recreation ground to Bishopsteignton Scouts to build a Scouts HQ, in accordance with negotiations up to 17.02.17, under a revised draft Heads of Terms (Appendix K). Resolve to approve or amend accordingly.</p>
<p>2105.08</p>	<p>MEMBER PHOTOGRAPHS FOR BPC NOTICEBOARDS: Members consider the following proposal made by Cllr. Merritt: That a photo of each member of Bishopsteignton Parish Council be made available to the clerk for publication onto BPC noticeboards through the Parish.</p>
<p>2105.09</p>	<p>MEMBERS REPORTS: Opportunity for updates from members for working parties' meetings and project progress, training attended, etc where resolutions are not required at this time.</p>
<p>2105.10</p>	<p>CLERKS REPORTS: A report of updates for ongoing matters, notification of actions taken and any new/forthcoming business for the council for information. (Appendix L)</p>
<p>2105.11</p>	<p>PUBLIC PARTICIPATION: A period of 5 minutes will be allowed for members of the public to raise questions or make comment regarding any other activity, new or ongoing concern within the parish.</p>



Kim Ford, Clerk to the Council

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All business conducted under Bishopsteignton Parish Council Standing Orders Adopted July 2018