

BISHOPSTEIGNTON PARISH COUNCIL
CLERKS REPORT – Appendix G (Agenda item 2109.08)
GENERAL UPDATES @ 03.09.21

BISHOPSTEIGNTON VILLAGE FESTIVAL 2021: Posters and display material is being prepared for the display at the festival on Saturday 11th September. These are to be handed over to one of the set-up team.

Both the gazebo and table are supplied by the BVF committee, and a map (previously circulated and in the shared google drive) shows the plot for BPC, next to Sustainable Bishop as requested. A rota of councillors to 'man' the stall is below, unfortunately there are still 2 unfilled slots...

SET UP TABLE/DISPLAY	LUNCHTIME	AFTERNOON	CLOSE & DISMANTLE DISPLAYS
9.30 to 12	12 to 2	2 to 4	4pm
Jon	June	Reg	Jon
Robert	Jo	Henry	Robert
Henry			Richard
June has also offered			

I am liaising with TDC about refuse collection, but this will only be helpful if they are able to recycle the waste in the way we are separating it. Using the 7 bins purchased especially.

2021 REMEMBRANCE/ARMISTICE DAY: I have a meeting with Rev. Jane Frost, on Monday 2nd August, and several other members of the community who will be involved in the events for 2021. To ensure all plans can be met, risks assessed, application for road closure submitted and personnel/volunteers in place. Cllr. Moore is involved having attended a Traffic Management for Community Events course. If anyone else wishes to be involved, please let me know.

BERT: The working party are pleased to welcome back Lewis Myers to the team, as a zone co-ordinator to relieve Nicholas of his previous position. The team thank Lewis for stepping back on board and give special thanks to Nick for all the time and effort he dedicated to the cause over the last few years.

BERT are due to meet again on September 29th where they will start to plan for the approaching winter, consider stocks of supplies, possible replenishment and the content of the Emergency Resilience Plan; at recent Devon Communities Together (DCT) training attended by Elaine Cawthraw (BERT Chairman), it was highlighted the plan must undergo a full review. Clerical support may be required for this task.

DCT often receive donations from local councils to help this not-for-profit CIC to continue to support communities across Devon. BERT are recommending BPC consider making a donation toward this organisation.

BASKETBALL AT THE MUGA: The initial trial fixings failed; hoops were removed as a safety precaution. AMC agreed to use S106 to meet the cost of fixed posts for the boards/hoops. BGS agreed to fit FOC. New posts ordered, awaiting delivery.

NEW COFFEE MORNINGS: As a result of the sad loss to the community of Chapels Café, Mal Worrall of Lunch Club is arranging twice monthly coffee mornings in the community centre. Exact details are to be confirmed. Would councillor wish to attend as previously done at Chapels?

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DEVON WILDLIFE TRUST - BAT TALK & WALK: A successful evening held Tuesday 31st August comprising of a slideshow at Bishopsteignton Village Hall followed by a walk to and around the Lawns to listen to bat activity.

At the talk the project leader donated wildflower seed to BPC for use at the Lawns and Cemetery to enhance the diversity of wildflowers and therefore insect as foraging ground for nursing bats who cannot stray to far from the maternity roost in Bishopsteignton House.

Arrangements to be made for mid to late September when the grass needs to be cut very short, followed by scarification and seed sowing, possibly as a community event or an educational event for Scouts?

REPORTS, TRAINING OPPORTUNITIES & WEBINARS FOR MEMBERS ATTENTION:

- Making Rural Housing Affordable – webinar from NALC to be held 17.11.21 £30 per member. To date no councillor has enrolled to attend this webinar. Further detail available here <https://www.nalc.gov.uk/our-events/upcoming-events/eventdetail/318/-/making-rural-housing-more-affordable>
- Devon Association of Local Councils Annual General Meeting will take place on **Wednesday 6 October 2021**. The meeting will be held remotely as part of a 3-day virtual conference. For details of how to attend either the whole event, or just the AGM, please contact me.
- Action on Climate in Teignbridge and TDC bring the town & parish councils in Teignbridge a Zoom ecology workshop focusing on safeguarding wildlife throughout the district. To be held **Thursday 14 October, 10.30am to 1.00pm** with one place reserved for each town and parish council.

QUEENS PLATINUM JUBILEE - Arrangements for celebration and commemoration can be made, including possibilities such as a street party, lighting the beacon, tree planting (see below) etc. Further consideration and discussion shall be on a future meeting agenda, perhaps establish a community led working party for this? **Cllr. Head has offered to lead this.**

Queens Green Canopy: Tree planting for the Queens platinum jubilee, see DALC website for further information. <https://devonalc.org.uk/news/the-queens-green-canopy-marking-the-platinum-jubilee/>

COMMUNITY LAND TRUST/LOCAL HOUSING ISSUES – No further information or contact from Emily regarding a CLT in Bishopsteignton. Cllr. Shaw and Cllr. Watson are in contact/keeping communication open.

DISTURBANCE AT 22 FORE STREET – Police are fully aware and supporting resident affected by disturbance. Current tenants have been served notice to vacate to allow renovation works to continue.

WEBSITE ACCESSIBILITY & GDPR – General policies relating to GDPR, such as the cookies policy and privacy notice, require review and minor amendments. work in progress.

BPC CAR PARKS –The three car parks owned and managed by BPC, being both sides at the top of Bishops Avenue and the one at the Lawns, require some suitable signage and a policy for use to be adopted. This is a task delegated to the Asset Management Committee for further consideration/preparation.

TREE PLANTING & NEW ASSETS AS MEMORIALS – From recent email communication it is apparent BPC need a policy to cover all possible requests, including details such as bench style, costing/fees, acceptable plaques, locations. This is work in progress.

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RECYCLE SHED @ the Lawns: The shed has now been moved to the ground above the kerb. The shed remains closed until set-up is finalised; BPC Climate & Eco Action working group are working on this.

GREEN ROOF BUS SHELTERS: Finally arrived and installed! Demolition, removal of arising waste and preparation of bases to be funded using CIL with a maximum budget of £5k; see this month's payment schedule for invoice details. Full council resolution made 06.07.20, minute reference 2478.01.)

Seats were delayed but due to be installed by the mid-September.

INTERPRETATION BOARDS – Bishopsteignton Heritage are leading on the production of several boards around the parish. So far, they have completed these at the four-parish boundary stone, St Johns Church front, and the Admirals graves in the Churchyard. Further boards are anticipated at Bishops Palace Walls (replacement board depending on continued agreement of the landowners) and The Lawns recreation ground to share the wonder of the flora and fauna. When draft copy is available to review, I will let you know. I would suggest financial support for the project, perhaps installation, can be provided using S106 funds available for Open Spaces enhancements.

ADMIRALS BOARD – An event shall be organised to unveil the new interpretation board at the Churchyard. This was installed by BH, with support from BPC and the Church so all parties should be involved. Awaiting details.

FOUR-PARISH BOUNDARY STONE PROJECT: Bench to be installed imminently. Plaque needed, both delayed due to Covid.

SCRIBE ACCOUNTS & CEMETERY PACKAGE:

- **ACCOUNTS:** Started using the accounting system from 01.04.21, but alongside old excel system for reassurance. Aim to be using the system alone by the end of Q2. Some training session completed, further session required and tweaks to the BPC set-up.
- **CEMETERY:** Data handed over to Scribe to set up the system, awaiting return, then further training to enable day to day use. Will require more time for full data entry. Work in progress.

BOOKINGS @ THE MUGA: Several of regular booking being made mean the court is closed to the public at the same time, this is difficult to guarantee due to the fact it is never locked. Booking as follows:

- Sundays 9.30-10.30: Powerhoops with Sarah Field
- Tuesdays (possibly moving to Wednesday, TBC) 7.00 to 8.30 Chudleigh Canons Netball.
- Varied use by 1st Bishopsteignton Scout troops different units.

DEFIBRILLATOR UNIT, RADWAY HILL/STREET AREA: To be installed at Old Walls Vineyard, top of the driveway but accessible 24 hours a day. Owners have agreed to meet the cost of electricity, donor happy with chosen location and has transferred the amount required to purchase the unit. Order to be placed imminently, awaiting stock. Electrician on board with requirements. Work in progress.

PUBLIC RIGHTS OF WAY

- **PROW FP13** (adjacent to school) – some patch work has been completed. Requested further action from DCC HW via NHO, awaiting response.
- **PROW FP03** (Flow Lane) – Still some upset surrounding the beach at Flow Point and altercations with the owners of Trinity House. Unfortunately, BPC cannot do anymore to alleviate these problems.

FURTHER MEETINGS – FOR INFORMATION/TO BE ARRANGED:

- Airband Community Liaison Zoom with Lynda Sudlow. Wednesday 8th September 6.30pm. To join use the following link. <https://us02web.zoom.us/j/82509454368>
- Police and Community Together (PACT): Wednesday 22nd September 10am to 12 noon.

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- BPC Planning Committee: Monday 20th September 7.30pm @ BCC (Public welcome)
- Full Council: Monday 4th October 7.30pm @ BCC (Public welcome)
- Teign Estuary Trail Liaison group: TBA for after the planning application is determined (closed)
- Finance & Personnel Committee, TBA when required.
- Asset Management Committee: next meeting TBA when required.
- Community litter picking event: To be arranged depending on organiser availability and tide times.
- Highways Liaison with DCC NHO: Wednesday 24th November 2.30pm @ BCC (closed)

PROJECT IDEAS - SOME REQUIRE SUPPORT FROM MEMBERS OR AN EXTERNAL SOURCE

- E-form on tablet for playground inspections.
- Create portfolio holder status for some members to be linked to areas of expertise or specific projects. E.g. A member affiliated to Housing – to investigate and keep track of legislation associated with affordable housing from a local council and community perspective. A member to specialise in external funding sources, keeping track of what is available, from where and make applications when required and resolved by full council. A member or community volunteer to monitor Public Rights of Way.
For every person who takes on a task they can be offered relevant training, support or relevant association memberships, obviously all funded by the PC.
Needs thought, please share any ideas.
- List of Sites for the installation of new defibrillator units. To ensure even spread around the village when donations are made, or funding is available.
- As above for benches.