

BISHOPSTEIGNTON PARISH COUNCIL

MINUTES

FULL COUNCIL MEETING HELD AT BISHOPSTEIGNTON COMMUNITY CENTRE, SHUTE HILL

AT 7.30PM MONDAY 4TH OCTOBER 2021

2714 MEETING GOVERNANCE

.01 ATTENDANCE:

PRESENT: Members: Cllrs. Merritt (Chair), Benham, Gateshill, Gill, Head, Lambert, Shaw, Tucker, & Watson (9/11). Clerk: Mrs. K. Ford. Up to 4 members of the public at various times.

APOLOGIES: Cllrs. Grimble & Moore, (2/11). P. C. Orchard, PCSO. Bunce & County Cllr. R. Peart.

.02 DECLARATION OF INTERESTS: None

.03 ORDER OF BUSINESS: No changes to the order were requested. It was not expected that any business to be transacted should require the removal of press and public audience.

2715 OFFICIAL REPORTS:

.01 POLICE: PC. Orchard had provided the following report, prior to the meeting, for crimes occurring during the period 01.09.21 to 30.09.21:

Offence	Recorded Crime 01/09/2021 to 30/09/2021	Recorded Crime 01/09/2020 to 30/09/2020	Recorded Crime % Difference
Violence with Injury	1	2	-50.0%
Stalking and Harassment	0	1	-100.0%
Criminal Damage	1	2	-50.0%
Public Order Offences	0	1	-100.0%
Total	2	6	-66.7%

Incident Closing Category	Incidents - 01/09/2021 to 30/09/2021	Incidents - 01/09/2020 to 30/09/2020	Incidents % Difference
Anti Social Behaviour	0	2	-100.0%
Crime Recorded	1	3	-66.7%
Public Safety	3	4	-25.0%
Transport	5	6	-16.7%
Total	9	15	-40.0%

In addition, the latest monthly Gazette was provided. This is uploaded to the BPC Website and can be found by following this link <https://www.bishopsteignton-pc.gov.uk/wp-content/uploads/2021/10/2109-GAZETTE.pdf>

2716 RATIFICATION OF PREVIOUS MEETING MINUTES:

Minutes of the Full Parish Council meeting held at Bishopsteignton Community Centre on 06.09.21 were considered. It was proposed by Cllr. Gill, seconded by Cllr. Benham, that these be approved as a true and correct record; to be signed by the Chairman in the future. Agreed unanimously therefore **RESOLVED**.

2717 FINANCE

.01 PAYMENTS:

It was proposed by Cllr. Lambert, seconded by Cllr. Watson, that the payments listed below, in accordance with '211004 payment schedule' be approved; then processed by the clerk. Agreed unanimously therefore **RESOLVED** to approve. Clerk to process.

HMRC	Tax & NI for September 2021 PAYE	496.38
K. Ford	Clerk salary for September 2021	1542.07
DCC Pension Fund	Employer & employee contribution to pension for September 2021	506.02
BGS Ltd	Inv. 6150 - Cemetery Path & installation of bench	2460.00
Amazon business	Various including stationery, replacement IT hardware,	216.41
TOTAL (Gross. Incl VAT – to be reclaimed)		5220.88

DATED:

CHAIRMAN:

BISHOPSTEIGNTON PARISH COUNCIL

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.02 MONTHLY FINANCE STATEMENTS:

A statement for the period ending 30.09.21 had been forwarded to members. No questions were raised therefore this was **NOTED** by members and signed by the chairman. Clerk to publish on the BPC website.

2718 GOVERNANCE

.01 COMPLAINT HANDLING:

Members considered the complaint raised against Bishopsteignton Village Festival (BVF) and some aspects of organisation of the festival main day which took place on Saturday 11th September. The details within the complaint and the BVF committee Chairman's response; event report and letter of apology.

The complainant was given the opportunity to reiterate his concerns.

The Chairman summarised the complaint had been handled appropriately by the BVF Committee chairman and lessons will be learnt from this occurrence. He added the apology provided to the complainant was sufficient and proposed no further action was required. This was seconded by Cllr. Shaw, agreed unanimously therefore **RESOLVED**.

Furthermore, it was proposed by Cllr. Merritt, seconded by Cllr. Shaw, that thanks and congratulations be expressed to the BVF Committee for their hard work and dedication to create such a great event for the community. Agreed unanimously therefore **RESOLVED**.

.02 TERMS OF USE AGREEMENT:

A draft version of the above document was considered; this is for use by all groups applying to use for community events to be held on any land under the management of BPC.

Several amendments were discussed and agreed. It was felt the document could be more exact to ensure it will be understood by the applicant and offers complete liability cover for the Council. It was proposed and seconded to conduct further research, including liaising with TDC about its relevant documentation. Agreed unanimously therefore **RESOLVED**. To be brought back to full council at a further meeting.

2719 HIGHWAYS

.01 Vehicle Activated Signage (VAS):

Cllr. Watson presented and further explained his report, which had been provided to members prior to the meeting. Emphasis was put on the need for the unit and if this would have the desired impact to enable a reduction of speeds and speeding vehicles along the A381. Several pros and cons were considered including costs, environmental impact, potential waste of funds if there was no positive change achieved.

It was proposed by Cllr. Shaw, seconded by Cllr. Benham, that BPC pursue the opportunity to lease for a 6 to 12-month trial period, allowing assessment of the data gathered before committing to actual purchase of units. Cllr. Watson to conduct further research and bring back to full council for its consideration at a future meeting.

2720 MEMBERS REPORTS:

.01 CLIMATE & ECOLOGY ACTION WORKING PARTY:

Cllr. Watson, as chair of this working party, reported a successful meeting had been held recently, a further meeting was to be arranged to include representatives from Sustainable Bishop to continue with their successful working relationship. A full report with possible resolutions will be brought to full council for its consideration at the meeting to be held Monday 8th November.

.02 ESTUARY BEACH LITTER PICKING AND WEED & SEED AT THE LAWNS:

The Chairman thanks members of the council and community who attended and helped organise these successful events.

2721 CLERKS REPORT: A full report of BPC business was provided to members and uploaded to the BPC website prior to the meeting. The following queries or additional comments were raised:

.01 PLAYGROUND INSPECTIONS:

The Clerk added verbally the need for the council to ensure all health and safety aspects are covered to meet its responsibility as custodian of the children's playgrounds. This can only be achieved by regular inspections and findings reported to the clerk so that any damage can be repaired to eliminate risk.

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Options were discussed. It was proposed by Cllr. Watson, seconded by Cllr. Shaw, that a paid operative, such as Mr. P. Walton be hired to conduct a monthly inspection of the equipment and ground conditions. Interim inspections may be conducted by BPC members if required, felt necessary. Agreed unanimously therefore **RESOLVED**. Clerk to liaise with MR. Walton.

.02 Cllr. Gill raised several concerns including a hole in the ground at the Lawns, clerk to arrange inspection and remedial action.

.03 **DEFIBS:**

Cllr. Gill mentioned settlement of additional cost relating to the installation of a new defib at Old Walls, clerk confirmed it is possible for the donor to pay the electrician directly or through the parish council's account.

Cllr. Lambert asked if the resolution to not allow the installation of units at private property could be reviewed as volunteers have come forward. Cllr. Gill reported the electrician has said it would not be expensive to remove an unwanted unit; and make good the previous site.

It was agreed this shall be added to a future agenda, where defibrillators around the village shall be considered in more detail.

.04 **REMEMBRANCE:**

The Chairman reminded members of the need for volunteers to manage traffic and signage for road closures for the upcoming Remembrance and Armistice Day events.

.05 **DONATION:**

It was highlighted BERT are recommending that BPC give a donation to Devon Communities Together for guidance, services and occasionally funding on offer to the communities in Devon.

It was agreed this matter be deferred to the next agenda of the Finance Committee.

2722 PUBLIC PARTICIPATION:

.01 **HIGHER GREEN, 22 FORE STREET:**

A resident of this property introduced themselves and reiterated ongoing concerns with living conditions due to the landlord's lack of commitment to residents, the non-repair of building dilapidations and anti-social behavior of other residents. The Parish Council gave thanks for the update and several options of how the council might help were discussed. No resolutions were made at this time

.02 **MUGA FLOODLIGHTS:**

A resident raised concerns over the brightness, light-spillage from the new floodlights recently installed at the MUGA. The clerk reported contact had been made with an assessor and the matter will be considered further by the Asset Management Committee at its meeting to be held 12.10.21.

.03 **NOMINATION FOR TDC CHAIRMAN'S THANKS:**

A resident asked if the council had given anymore thought to making a nomination for leaders of 1st Bishopsteignton Scout Troop for their efforts to keep scouting going throughout the pandemic. This was discussed briefly, and the Chairman agreed to review the previous correspondence on this matter.

.04 **BISHOPSTEIGNTON VILLAGE WELCOME PACK:**

A resident asked what level of involvement the Parish Council had in the welcome pack which is circulated to new residents of the village. She felt inclusion of a call for volunteers would be a useful addition to the pack as many of the voluntary organisations in the village are struggling for members. Many of the excellent volunteers have given so much and due to age are looking to step down. Clerk to contact organisers and arrange a review of the pack content.

.05 **BPC RESPONSIBLE PURCHASING & PROCUREMENT POLICY:**

A resident asked how the policy was monitored/measured and enforced. The clerk admitted it was not. The resident suggested this was reviewed, there being no point having a policy which was not adhered to.

THE CHAIRMAN CLOSED THE MEETING AT 9.05PM

DATED:

CHAIRMAN: