

BISHOPSTEIGNTON PARISH COUNCIL

CLERKS REPORT – Appendix J GENERAL UPDATES @ 03.03.22

PARISH MAINTENANCE:

- **Benches** – All benches in the parish which need some TLC will be attended to over the next month or so, using the precept budget which was set for use in this financial year. Wally is completing those in the cemetery, he and John P are attending to various others around the parish. This work will need assessing before payment is released. WIP
- **Cemetery** – I have recently been dealing with some issues relating to Grave Diggers / Funeral Directors. I feel it right to issue a letter of appointment to our preferred grave digger, to be copied to all FDs who use Bishopsteignton Cemetery. WIP.
- **Trees** – Full inspection carried out by Devon Tree Services on 17th & 18th January. Report and invoice now received. Report to be assess and any remedial work to be consider with quotes to be sought.
 - **Ash Dieback:** An Ash tree in the parish cemetery has fallen in the recent storm, on assessment the has been confirmed to be affect by Ash Dieback. The tree surgeon who dealt with the remedial work to make this safe is recommending the remaining small cluster of Ash trees should be felled to mitigate further risk. There is a group TPO on these trees so, following recent consultation with a planning officer, I shall be making an application to TDC for these to be felled; awaiting tree surgeon's written report which should accompany the application.

TREE GIVEAWAY EVENT: Working with Sustainable Bishop we gave away almost all the leftover Woodland Trust and donated saplings for the community to plant for the Queens Green Canopy. Recipients were encouraged to bring a reusable cup to be give a free Crew Coffee, the intention being that BPC would pay the bill however John from Crew insists on covering this cost himself as a way of thanks for all the support he receives from the village. Very generous and worth noting.

MOBILE VEHICLE ACTIVATED SIGN: A trial has been conducted. Having discussed several matters with PC. Orchard it is clear there is no liability for the Parish Council, the unit is insured by the police as well as all operative, if necessary, BPC insurance does cover volunteers too. We may need to purchase more high Vis vests but otherwise there is no associated cost to this activity. As discussed at the last full council meeting some volunteers are needed to operate the unit, in teams. A poster and FB page will be produced and shared in due course.

FUNDING APPLICATIONS:

- **Tidy Teignbridge** – Application for £1,900 submitted to begin clearance work at the Cockhaven road junction. Fund awarded, will be used to start this project. Final research into suitable contractors underway.
- **District Councillor Community Fund** – Applied via TDC website for £74.00 to develop the community book swap in the shed at the Lawns. Awarded and received, with thanks to Cllr. MacGregor for his support. I'm currently liaising with parishioner who will look after the book swap shed, once it's up and running, on the correct purchases using this grant.

PUBLIC RIGHTS OF WAY:

- **Surface of FP13 (adjacent to School):** The highways neighbourhood officer confirmed this work is not in any future programme as it is not considered a safety defect. She would be happy for the Parish Council to arrange resurfacing. Community Enhancement Fund could be used, she would sign off, depending on if funds are still available. This will give 50% match funding up to £1000. CIL could be used to meet the balance. Quotes and further investigation into funding will be needed before further consideration.
- **P3 PROW Condition Assessment:** The annual assessment has been carried out by Bishopsteignton Scouts. Report to be submitted to DCC PROW Co-ordinator.

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REPORTS, TRAINING OPPORTUNITIES & WEBINARS FOR MEMBERS ATTENTION: Should any members wish to attend any of the available courses please contact the clerk.

- **NALC: Working together to make communities safer.** Hear how Police and Crime Commissioners are improving community safety and explore the part local councils can play. 30 March, 12pm - 1.15pm.
- **DALC: Responding to Planning Applications:** Aimed at councillors and clerks who would like a better understanding of the council's role in the planning system. 23 March, 6pm- 8pm.
- **Coastal Health & Wellbeing Forum:** 10:00 to 12:00 Wednesday 23rd March, on Zoom. Please contact directly to confirm attendance by 17 March to receive the zoom link invitation. services@teigncvs.org.uk

BAKERS YARD SITE INSPECTION – In relation to planning application 19/00800/MAJ a meeting on site is to held before the application goes to TDC Planning Committee. Current arrangements on postponed and on hold, waiting for the planning department to catch up with a backlog. Awaiting further instruction but it has been agreed BPC members Cllr. Gateshill and Merritt will attend.

BUCKINGHAM PALACE GARDEN PARTY: Our nomination was unsuccessful again this year.

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.

COMMUNITY LAND TRUST/LOCAL HOUSING ISSUES – No further information or contact from Emily regarding a CLT in Bishopsteignton.

POLICY WORK: I am currently working through a review of all BPC policies, existing and additional which may be required, to ensure we are compliant with statutory regulations before we consider an application for a quality council award (foundation level).
Currently working on the following policies, new & revisions: Training policy, Complaints Policy, the BPC Standing Orders, the BPC Financial Regulations, and BPC Risk Management Scheme.

TREE PLANTING & NEW ASSETS AS MEMORIALS – Prepared, AMC have approved for recommendation to Full Council for adoption, See agenda item 2203.01.iii.

GREEN ROOF BUS SHELTERS: Awaiting addition of the green roof plants, delays from sedum supplier and wrong time of year to plant. Once complete press release to be created.

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.

SCRIBE ACCOUNTS & CEMETERY PACKAGE:

- **ACCOUNTS:** Some training session completed, further session required and tweaks to the BPC set-up.

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- **CEMETERY:** System set up complete, full range of data to be entered when time permits. Further training required to enable day to day use.

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:

- Every Tuesday 7.00 to 8.30 Chudleigh Canons Netball.
- Varied use by 1st Bishopsteignton Scout troops different units. (Weather permitting & FOC)
- Varied use by both Teignmouth Rugby Club and Newton Abbot Rugby Club for junior boys and girls rugby training.

MUGA FLOODLIGHTS: Several public enquiries about the brightness of the new floodlights had been received, including a complaint to TDC EHO. These had been positioned incorrectly, but corrections and realignment have been carried out by the original installation contractor. The EHO has visited since and will be forwarding her findings and response to the complaint next week (she's currently on annual leave but has advised feedback imminent!).

DEFIBRILLATORS - POTENTIAL NEW UNITS:

- Agreement in principle to install a unit at Cockhaven Arms, to liaise with management company and arrange funding/donation for the unit purchase.
- Agreement with parishioner for a unit to be installed at private property, accessible to public, Teign View Road. Funding secured through HLG and County Councillor Locality budget. Unit purchased however to make this location viable is too costly and the benefit to one parishioner is not deemed commensurate for the funding granted or parish precept. Considering alternative locations for this new unit.
- Cllr. Gill has kindly offer to donate funds raised from his birthday in 2022 to a new unit, his preferred location in the Lawns, which is ideal.
- Additional potential locations to be shown on a map, to ensure even coverage, and agreed.

FURTHER MEETINGS – FOR INFORMATION/TO BE ARRANGED:

- Police & Community Together (PACT) – Wednesday 16th March 11-12 @ The Old Commercial
- Annual Parish Meeting: Wednesday 16th March, 7pm.
- BPC Planning Committee: Monday 21st March 7.30pm @ BCC.
- Asset Management Committee: End March, TBC
- Next Full Council: Monday 4th April 7.30pm @ BCC.
- Teign Estuary Trail Liaison group: Tuesday 12th April, 7pm via Zoom.
- Highways Liaison, March/April, TBC

OTHER PACT arrangements, all 11am to 12pm:

APR 13 th (Wed) Community Centre	MAY 19 th (Thurs) Ring of Bells
JUN 15 th (Wed) Old Commercial	JUL 13 th (Wed) Community Centre

PROJECT IDEAS – SOME MAY REQUIRE SUPPORT FROM MEMBERS OR AN EXTERNAL SOURCE

- 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/trees.
- Better promotion of the BPC General & Climate Action Grants, to receive application for FY 2022/23
- Create layers within the parish online mapping system, such as
 - Parish trees (on BPC Land/in BPC care) type, condition, TPO status, next assessment due and care required.
 - All assets, such as benches, noticeboards for condition status, for future assessment planning and schedule of works.

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- Grit bins, locations, available capacity, condition status
- Defib units, initiation date, replacement parts date, condition assessment, security access codes (confidential).
- Potential locations for new asset such as benches, defibs, trees, etc.

FOR INFO:

For direct contact either phone: 07483 149812, 11am to 3pm, Monday, Tuesday, Wednesday & Friday.
or email: clerk@bishopsteignton-pc.gov.uk

Majority of my weekly hours will be worked from home, but I do intend to work from the office/visit the parish at least once per week. I will always ensure Cllr. Head knows when I am there, and when I leave, in accordance with the BPC Lone Working Policy.