

BISHOPSTEIGNTON PARISH COUNCIL

MINUTES

FULL COUNCIL MEETING HELD AT BISHOPSTEIGNTON COMMUNITY CENTRE, SHUTE HILL

AT 7.30PM MONDAY 7TH MARCH 2022

2785 MEETING GOVERNANCE

.01 ATTENDANCE:

PRESENT: Members: Cllrs. Merritt (Chair), Gateshill, Gill, Grimble, Head, Tucker, & Watson (7/11). County Cllr. R. Peart, District Cllr. A. MacGregor, & 2 members of the public.

Clerk: Mrs. K. Ford attended virtually due to illness.

APOLOGIES: Cllrs. Benham, Lambert, Moore & Shaw (4/11). P. C. Orchard, & PCSO. Bunce.

.02 **DECLARATION OF INTERESTS:** None

.03 **ORDER OF BUSINESS:** No changes required.

.04 RATIFICATION OF MINUTES:

Minutes of the Full Parish Council meeting held at Bishopsteignton Community Centre on 07.02.22 were considered.

It was proposed by Cllr. Gateshill, seconded by Cllr. Watson, that these be approved as a true and correct record and to be signed by the chair. FOR: 6, ABSTAIN: 1, therefore **resolved to approved**.

2786 OFFICIAL REPORTS

.01 POLICE REPORT

PC. Orchard had provided the following report, prior to the meeting, of crimes & incidents recorded during the period 01.02.22 to 28.02.22:

Offence	Recorded Crime 01/02/2022 to 28/02/2022	Recorded Crime 01/02/2021 to 28/02/2021	Recorded Crime % Difference
Violence without Injury	1	2	-50.0%
Stalking and Harassment	0	1	-100.0%
Other Sexual Offences	0	1	-100.0%
Burglary Dwelling	0	2	-100.0%
Vehicle Offences	1	0	-
Shoplifting	1	0	-
Criminal Damage	1	0	-
Public Order Offences	1	1	0.0%
Other Offences	0	1	-100.0%
Total	5	8	-37.5%

Incident Closing Category	Incidents - 01/02/2022 to 28/02/2022	Incidents - 01/02/2021 to 28/02/2021	Incidents % Difference
Anti Social Behaviour	0	1	-100.0%
Crime Recorded	2	4	-50.0%
Public Safety	3	7	-57.1%
Transport	5	5	0.0%
Total	10	17	-41.2%

No enquiries were raised for the police.

The monthly gazette from PC. Orchard is available to download from the BPC website

<https://www.bishopsteignton-pc.gov.uk/community-policing/>

.02 DISTRICT COUNCILLOR REPORT

Cllr. MacGregor reported all district council budgets have been approved by the full council, including the precept amounts due to town & parish councils. The council will be focusing their cross-party efforts on

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economy, jobs and housing over the coming year. There is a focus currently on supporting families taking in Ukrainian refugees.

.03 COUNTY COUNCILLOR REPORT

Cllr. Peart provided the following report, there were no questions from members.

Cycle Bridge at Teigngrace, Kingsteignton

The new bridge at present is not owned by Devon County Council nor has it been adopted into DCC structures assets. The bridge is still owned by Sibelco under the management of their Contractors Bridge engineering and their design engineers, and they are responsible for its construction which is yet to be achieved. The bridge at present has some deficiencies which when completed would prevent the authority adopting it into its assets mainly with river protection works and suitable pedestrian rated handrail at the top of the supports to provide adequate restraint and protection for the bridge users. I understand remedials and additions are being explored by the contractors' engineers. This process assures that the new bridge poses no risk to the existing highway network both during construction and when in service, its design integrity also assures the safety of users of the bridge when in use. For the future upkeep of the bridge, when a structure is adopted into the County's bridge stock a sum is calculated by the authority to be provided by the developer for its future maintenance. This then assures that when we adopt any structure we are not taking on the financial liability for its upkeep and reconstruction.

Planned roadworks in your area.

From 25 - 29 April there will be carrying overnight resurfacing work along Newton Road Bishopsteignton [near the junction with Cockhaven Road].

To enable the work to be carried out safely we will be closing the road during our operations. This means that Newton Road will be closed from 7pm until 6am for 4 nights from 7pm on the 25 April.

2787 FINANCE

.01 PAYMENTS:

It was proposed by Cllr. Head, seconded by Cllr. Watson, that the payments listed below, in accordance with '220307 payment schedule' be approved; then processed by the clerk. Agreed unanimously therefore **RESOLVED** to approve. Clerk to process.

HMRC	Tax & NI for February 2022 PAYE	464.25
K. Ford	Clerk salary for February 2022 includes back pay due for pay scale rise	1739.65
DCC Pension Fund	Employer & employee contribution to pension for February 2022	506.02
Belbury Plant Care	Annual Orchard Pruning Invoice 1165	200.00
TWM Systems Ltd	2 x VAS with solar power units	8322.19
Morris & McGinns	3 x canned spray paint for various jobs	24.34
Devon Tree Services	Parish-wide Tree inspection & report Inv. 5589	1080.00
TOTAL (Gross. Incl VAT – to be reclaimed)		12336.45

.02 MONTHLY FINANCE STATEMENTS:

A statement for the period ending 31.01.22 had been forwarded to members. No questions were raised therefore this was **NOTED** by members and signed by the chair. Clerk to publish this on the BPC website.

.03 REVISED CLERICAL BUDGET FOR 2022/23:

Members were advised of the expected changes since the final agreement of the sector pay award of 1.75% to be backdated to 01.04.21. This increases the BPC budget for 2023 however is covered by the

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contingency allocated and approved by full council (minute ref: 2767.05 held 10.01.22). It was unanimously agreed to **RESOLVED to acknowledge this change.**

2788 GOVERNANCE

.01 POLICY REVIEW

- i. **Members Code of Conduct** – Member had reviewed the previously circulated draft. Subject to some minor clerical corrections it was proposed by Cllr. Gill, seconded by Cllr. Watson, to adopt this document for reference with immediate effect. FOR: 6, AGAINST: 0, ABSTENTION: 1. Therefore **RESOLVED.**
- ii. **Vexatious Policy** - Member had reviewed the previously circulated draft. Subject to some minor clerical corrections it was proposed by Cllr. Tucker, seconded by Cllr. Gateshill, to adopt this document for reference with immediate effect. FOR: 6, AGAINST: 1. Therefore **RESOLVED.**
- iii. **Memorial Assets Policy & Application Form** - Member had reviewed the previously circulated draft. The recommendation of the Asset Management Committee to adopt this policy was noted. It was proposed by Cllr. Gill, seconded by Cllr. Head, to adopt these documents for reference and use with immediate effect. Agreed unanimously therefore **RESOLVED.**

.02 COMMITTEE STRUCTURE:

Members considered the clerks report and recommendations.

All the changes suggested were approved. This was proposed by Cllr. Watson, seconded by Cllr. Gill. Agreed unanimously therefore **RESOLVED.**

This included the following membership changes:

- Cllr. Head to join the Finance Committee.
- The new Council Strategy & Governance Committee shall be made up of Cllr. Merritt, Cllr. Watson, Cllr. Shaw and Cllr. Grimble. It was agreed another member would be preferable, absent councillors to be consulted.
- The BCAP Committee shall be made up of Cllr. Watson who is currently the Chair, Cllr. Grimble, Cllr. Merritt & Cllr. Shaw. Members of the public who are actively involved in this working party will be invited to join the committee as a co-opted member.
- The new Digital Solutions Committee shall be made up of Cllr. Watson, Cllr. Head and 1 more councillor, to be confirmed. In addition, Mr. J. Hooper will be a co-opted members in an advisory capacity but with no voting rights.

2789 HIGHWAYS:

- .01 Members considered giving the councils support for the proposal made by PC. Orchard, to implement overnight resident only permitted parking on Fore Street/surrounding area. This was discussed and it was proposed by Cllr. Watson, seconded by Cllr. Gill, that the scheme is not supported by Bishopsteignton Parish Council. FOR: 6, ABSTENTION: 1, therefore **RESOLVED.**

- .02 The following road closures provided by Devon Highways were **NOTED:**

Date	Location	Restriction	Times	Diversion	Reason/Operative
March 21st - April 2nd	Layby, Teignmouth Road	Temporary Closure	18:30 - 06:30	No	Overlay Jurassic Fibre
April 4th - 6th	Coombe Way	Temporary Closure	08:00 - 17:00	Yes	Tree cutting & pole clearance Jurassic Fibre
April 25th - 29th	Newton Road, junction with Cockhaven Rd	Temporary Closure	19:00 - 06:00	No Details Provided. Further information requested.	

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April 27th - 28th	West Street	Temporary Closure	20:00 - 04:00	Yes	Create a safe workspace for Engineers. **No Excavation** Sunbelt Rentals Ltd
May 3 rd - 6th	Church Road	Temporary Closure	08:00 - 17:00	Yes	Overlay Jurassic Fibre

2790 WORKING PARTY UPDATE REPORTS: updates below were provided:

- BERT: Chair: Mrs. Cawthraw
- Scouts Community Building Working Party: Chair Cllr. Gateshill.
- Climate Action Working Party: Chair Cllr. Watson
- Report from any local council relevant training/ webinar/event attended.

- .01 **BERT:** Mrs. Cawthraw, as Chair of BERT, reported that no further meeting had taken place since the Parish Council adopted the latest Emergency Resilience Plan in January 2022. Outstanding amendments to the Zones and Maps were on going.
- .02 **SCOUT COMMUNITY BUILDING:** Work in progress, waiting on architects, TDC legal graduate and the valuation report.
- .03 **BCAP:** Cllr. Watson, as chair of this working party, updated council on latest progress including plans for a sustainable transport event in May, contacting other Town and Parish Councils in Devon, and the recently installed solar-powered vehicle activated signage for speed awareness.
- .04 **TRAINING/WEBINARS:** Cllr. Merritt highlighted virtual meetings he had recently attended including the introduction of a 20mph zone and NALC presenting information on Levelling Up. No further action.

2791 CLERKS REPORT

A full report of BPC business was provided to members and uploaded to the BPC website prior to the meeting. The following comment was raised:

- .01 **DEFIBS:** Cllr. Grimble suggested checking connections at the site of the old phone box on Teign View Road for a possible location.
- .02 **ANNUAL PARISH MEETING:** The Chair reminded of this upcoming annual meeting, due to take place at the community centre on Wednesday 16 March at 7pm.

2792 PUBLIC PARTICIPATION:

- .01 Mrs. Cawthraw asked for the format of the APM, it was explained that reports from the community were not invited or expected again this year.

THE CHAIRMAN CLOSED THE MEETING AT 9.00PM