

BISHOPSTEIGTON PARISH COUNCIL

CLERKS REPORT – Appendix H GENERAL UPDATES @ 10.01.22

PLAYGROUND INSPECTIONS: Wally will be conducting these from now on. Once a month during Sept to end of April, then every 2 weeks from May to end of August. He is charging £15 per month across the year. There will be additional charges when repairs are required. Him and I will stay in communication when this happens. I feel this is an ideal low-cost solution and members input will not be required to meet the minimum duties.

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 is attending to various others around the parish. This work will need assessing before payment is released.

BERT: Revised Emergency Plan expected for full Council adoption at the January full council meeting. Please note this an ever-evolving document, particularly with the changes to zone co-ordinators, volunteers and vulnerable residents. Since the draft was issued to you it has changed again, ad new maps are needed. All to be explained.

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 is due before the beginning of February. I am liaising with Bishopsteignton Scout about this as they have done a brilliant job over the last 3 years. If Covid restrictions reduce the options for assessment by groups I may need help from those of you who regularly walk (I know who you are!)

REPORTS, TRAINING OPPORTUNITIES & WEBINARS FOR MEMBERS ATTENTION:

- Several opportunities for training provided by DALC, recently shared. If you are interested, please let me know.
- There are 3 x 1 hr session, FOC, available through January relating to Neighbourhood Planning and its future. I shall be attending if available. If anyone else is interested please contact DALC or let me know.

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.

WEBSITE, ACCESSIBILITY & GDPR – The BPC website requires upgrades, work in progress by James and I; Cllr. Watson also supporting this. General policies relating to GDPR, such as the cookies policy and privacy notice, require review and minor amendments. work in progress.

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).

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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.

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.

FOUR-PARISH BOUNDARY STONE PROJECT: Bench installed. Plaque needed, to be ordered.

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 only to save time and duplication. Some training session completed, further session required and tweaks to the BPC set-up.
- **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:

- WC 10.01.22 - Newton Abbot RFC Tuesday 6-7pm, Wednesday 6-7pm & 7.30 to 8.30pm and Thursday 6-7pm.
- Every Tuesday 7.00 to 8.30 Chudleigh Canons Netball.
- Varied use by 1st Bishopsteignton Scout troops different units. (Weather permitting & FOC)
- Powerhoops is now cancelled until the spring, attendance was low due to the weather.

MUGA FLOODLIGHTS: Several public enquiries about the brightness of the new floodlights. Have been positioned incorrectly, installation contractor will be adjusting imminently. Further assessment of light spill after this adjustment. Additional communication from TDC EHO after receiving a complaint. To liaise for further guidance once alignment corrections made.

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. Awaiting receipt of funds before unit ordered. Electrician Russell Edwards aware.
- Additional potential locations to be shown on a map, to ensure even coverage, and agreed.

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FURTHER MEETINGS – FOR INFORMATION/TO BE ARRANGED:

- Police & Community Together – Wednesday 12th January 10-12 BCC
- Queens Platinum Jubilee working party – W/c 17.01.22. TBC.
- PC Planning Committee: Monday 24th January 7.30pm @ BCC
- Next Full Council: Monday 7th February 7.30pm @ BCC
- Asset Management Committee: January/February 2022, TBA.
- Remembrance working party – February, TBC.
- Teign Estuary Trail Liaison group: TBA following the recent awarded planning permission.

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

- 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/trees.
- Better promotion of the BPC General & Climate Action Grants. Ready 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.
 - 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 between 11 and 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.