



BISHOPSTEIGNTON PARISH COUNCIL

MEMBER SUMMONS

Issued Wednesday 31 August 2022

Dear Council Member,

Your presence is required for the full council meeting of Bishopsteignton Parish Council to be held at Bishopsteignton Community Centre on **Monday 5 September 2022** at 7.30pm.

Both general information about this meeting and an agenda of business to be transacted is below.

Declarations of Interest: Please consider the declaration of any disclosable pecuniary interests or other interests for any agenda items. Should you wish to request dispensation please apply to the clerk in writing prior to the meeting.

Kim Ford - Clerk to the Council

clerk@bishopsteignton-pc.gov.uk

07483 149812

AGENDA

OF THE FULL COUNCIL MEETING

TO BE HELD AT COMMUNITY CENTRE, SHUTE HILL, BISHOPSTEIGNTON, TQ14 9QL
AT 7.30PM ON MONDAY 5 SEPTEMBER 2022

As the first tier of local government and being closest to the people, we have the ability to influence decisions for the benefit of the community we serve.

In our endeavours we are mindful that we are entrusted to act in the best interests of the whole community; our aim being to facilitate the best value services and facilities for the Parish of Bishopsteignton.

2209.01 MEETING GOVERNANCE:

- .01 ATTENDANCE & APOLOGIES: for absence received prior to the meeting, to be noted.
- .02 DECLARATION OF INTERESTS: Acknowledgment of DOI received for any item on the agenda.
And, if required, Clerk's response to any request for dispensation (made in writing prior to the meeting).
- .03 ORDER OF BUSINESS: Consider possible reorder of the agenda items listed below and if any should be discussed with press & public excluded (*PART II*).
In accordance with Public Bodies (Admission to Meetings) Act 1960 and Local Government Act 1972, ss100 - 102
- .04 RATIFICATION OF MINUTES of the full council meeting held 06.07.22

2209.02 OFFICIAL REPORTS ([Appendix B](#)) from:

- .01 PC. Clarke Orchard - Local Policing Team Neighbourhood Beat Manager.
- .02 Cllr. Andrew MacGregor - Teignbridge District Councillor for Bishopsteignton Ward.
- .03 Cllr. R. Peart - Devon County Councillor for Kingsteignton & Teign Estuary Division.

2209.03 FINANCE:

- .01 PAYMENTS:
 - a. Acknowledge and approve retrospectively payments made during the period 01.08.22 to 31.08.22 ([Appendix C1](#))
 - b. Resolve payment transactions detailed in '220905 Payment Schedule' ([Appendix C2](#)).
- .02 MONTHLY FINANCE STATEMENT:
 - a. Acknowledge BPC Financial Statement ending 31.07.22, as circulated previously ([Appendix D1](#))
 - b. Acknowledge BPC Financial Statement ending 31.08.22 ([Appendix D2](#))

2209.04 COMMUNITY WARM SPACE: (See [Appendix E](#) – DALC Article)

Members to consider this provision for the community, by co-ordinating with venues in the parish.

2209.05 CLERKS REPORTS: A report of updates for ongoing matters, notification of actions taken and any new/forthcoming business for the council for information. ([Appendix F](#)).

Of which the following matters to be considered further and recommendation/resolution reached:

- a. **Parish Information boards:** Bishopsteignton Heritage (BH) are ready to purchase two of the new boards. Once the order is finalised these shall be purchased by BPC, with a donation of the net value (excl. VAT) being donated by BH. VAT to be claimed from HMRC. The boards will be installed and insured by BPC, being added to the BPC Asset Register.

Resolve to approve actions detailed above.

For future consideration, could the Parish Map be included in the design of the Cockhaven Junction enhancement scheme? I would recommend this is deferred to the AMC.

- b. **Digital Solutions Committee:** Is it possible this committee is not required? Can it be disbanded? So that I, as proper officer, should continue to develop the website with our contracted provider, as has been carried out over the last few months. In addition, the BPC social media is fit for purpose and whilst it could be better is this necessary time spent when parishioners are already being reached. I feel time might be better spent on a quarterly newsletter/email.

When matters regarding the Council website, digital presence, etc require full council approval I would bring it to your full attention. Matters relating to GDPR, accessibility, privacy, can be included in the remit of the Council Strategy & Governance Committee.

Discuss the matter detailed above and resolve action as considered appropriate.

- c. **Bishopsteignton Community Centre Working Party:** *Resolve to appoint a member or the clerk to attend future meetings, if invited/required.*

- d. **Remembrance 2022:** Consider the provision of a budget for printing and refreshments.

Resolve action as considered appropriate.

2209.06 MEMBERS REPORTS / WORKING PARTY REPORTS: Opportunity for updates from members relating to training/events attended, progress of working parties or representation on external bodies.

(Member to provide a written report if not in attendance).

- a. Teign Estuary Trail – Working Party Chair Cllr. Merritt ([Appendix G](#))

2209.07 PUBLIC PARTICIPATION:

A period of approximately 5 minutes will be allowed for members of the public to raise questions or make comment regarding any other activity, new or ongoing concern within the parish.



Kim Ford, Clerk to the Council

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All business conducted under Bishopsteignton Parish Council Standing Orders Adopted July 2018