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RETROSPECTIVE AUTHORISATION for payments made 01.01.23 to 09.01.23

Appendix A for the full council meeting to be held 16.01.23

VN	Payment Date	Description	Supplier/Payee	Net	VAT	Total	Notes
270	03.01.2023	Cleaning Services Contract	P. Walton	£257.50	£0.00	£257.50	Fore St Toilets - Contracted
271	03.01.2023	Cleaning Services Contract	P. Walton	£171.67	£0.00	£171.67	Lawns Toilets - Contracted
272	03.01.2023	Email hosting monthly fee	Very Good Email Co	£13.00	£2.60	£15.60	Contracted
273	03.01.2023	Website hosting & management	Dot Combo Ltd	£50.00	£0.00	£50.00	Contracted
274	03.01.2023	Phone & broadband	BT	£125.82	£25.16	£150.98	Quarterly bill
275	03.01.2023	Tax & NI	HMRC	£496.25	£0.00	£496.25	For Dec 22
276	03.01.2023	Clerk's salary	Mrs. K Ford	£1,613.08	£0.00	£1,613.08	For Dec 22
277	03.01.2023	Pension Contributions	DCC Pension Fund	£543.76	£0.00	£543.76	For Dec 22
278	03.01.2023	General Maintenance	Morris & MCGinn	£111.55	£22.31	£133.86	Supplies for building tree surrounds
279	03.01.2023	Expenses - various	Vaughtons	£15.00	£3.00	£18.00	Return Chain of Office
280	03.01.2023	Reservation tablet/s	Williams & Triggs MM	£30.00	£6.00	£36.00	
281	03.01.2023	BERT expenses	Amazon	£23.17	£4.64	£27.81	Emergency blankets
282	03.01.2023	Expenses - various	Mrs. K Ford	£136.27	£16.66	£152.93	Canva, Gifts
283	04.01.2023	BCC Service Charge	Bishop CC	£70.40	£0.00	£70.40	
284	05.01.2023	Training - Councillors	NALC	£43.09	£8.62	£51.71	Cllr. Merritt - Levelling up - April 22
285	09.01.2023	General Maintenance	P. Walton	£155.00	£0.00	£155.00	Emergency plumbing at the Lawns
286	09.01.2023	Training - Councillors	NALC	£43.09	£8.62	£51.71	Cllr. Shaw - LC & Community Busniess - April 21
				3898.65	97.61	3996.26	

On behalf of Bishopsteignton Parish Council, I agree that the debts detailed above shall be paid from Bishopsteignton Parish Council funds and that these transactions shall be carried out by the Clerk & RFO of Bishopsteignton Parish Council within the 24 hours following this meeting of Bishopsteignton Parish Council.

Signed: _____

Position: Chairman

Dated: 16.01.23



PAYMENTS AUTHORISATION

Appendix B for the full council meeting to be held 16.01.23

VN	Payment Date	Description	Supplier/Payee	Net	VAT	Total	Notes
287	17.01.2023	Handrail, Cemetery	SM Engineering SW Ltd	£700.00	£140.00	£840.00	From Burial Account
288	17.01.2023	Parish maintenance & grass cutting	BGS Ltd	£655.00	£131.00	£786.00	Contracted
289	17.01.2023	Parish maintenance & grass cutting	BGS Ltd	£403.00	£80.60	£483.60	Contracted
290	17.01.2023	Parish maintenance & grass cutting	BGS Ltd	£50.00	£10.00	£60.00	Contracted
291	17.01.2023	Parish maintenance & grass cutting	BGS Ltd	£508.00	£101.60	£609.60	Contracted
292	17.01.2023	Rent	Bishop CC	£211.00	£0.00	£211.00	Contracted
293	17.01.2023	Expenses, MUGA surface repair	Mr. R. Gateshill	£42.48	£8.50	£50.98	
				2569.48	471.70	3041.18	

On behalf of Bishopsteignton Parish Council, I agree that the debts detailed above shall be paid from Bishopsteignton Parish Council funds and that these transactions shall be carried out by the Clerk & RFO of Bishopsteignton Parish Council within the 24 hours following this meeting of Bishopsteignton Parish Council.

Signed: _____

Position: **Chairman**

Dated: **16.01.23**





FINANCIAL STATEMENT At 31.12.22

1. BALANCES

Bank Balance	178767.31	as bank reconciliation on page 2
of which Restricted/Earmarked Funds (detailed below)	167371.74	93.6% of Bank balance
CONTINGENCY BALANCE AVAILABLE/UNRESTRICTED FUNDS (Advised to hold 3 months' worth of regular expenditure, approximately £13,000)	11395.57	6.4% of Bank balance

2. RESERVES - Restricted/Earmarked Funds

Burial Account	91340.97	Bishopsteignton Cemetery use only
Staff costs	6077.66	Staff salary, NI & Pension contributions
Administration costs	11097.11	Includes office cost, elections, audit, training, insurance, etc
Asset Management	15681.72	Includes toilets, Carpark, St. Johns, Open spaces, play areas, MUGA
Agency Grants	-79.72	Includes P3 grant
BERT/Emergency Resilience	1440.29	
Queens Platinum Jubilee	-25.50	
Scout/Community Hub at The Lawns	-250.00	
Grant Awarding Funds	1020.00	Under GPC of Localism Act 2011
Monies held in Trust	876.34	Cricket Club, Bench donation, Playdays
CIL	39011.26	Spend must meet criteria, deadlines for spend
S106 Balance	-1519.67	Balance of monies claimed & spend to be claimed
Balance of other funding sources	2000.70	Includes various earmarked grants.
Pre-School Grant	0.00	No longer required, reallocated to unrestricted reserves/contingency
Climate Action Fund	3963.28	Grant awarded Nov '21
VAT	-3262.70	Balance of VAT payments & receipts
TOTAL	167371.74	

3. BANK RECONCILIATION (next page)

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Burial Account reserve at 31.12.22 FOR INFO_NOT FROM PRECEPT	9

		APPROVED BUDGET 22/23	PROPOSED BUDGET 23/24	NOTES FOR INFORMATION
PERSONNEL (SALARY, CLERICAL COVER, EMPLOYERS PENSION CONTRIBUTION, EMPLOYERS NI CONTRBUTIONS)	Clerical Salary	22828	24531	Breakdown shown in Table 1 - Clerical Costs
	NALC payrise contingency (includes Employers pension contribution increase)	503	1450	Contingency for rise to the payscale rates, which will be negotiated during the same financial year. Based on changes made during this current FY.
	Employers N.I.	2162	3000	Estimated. Applicable rates unknown.
	Clerical contingency	500	472	Contingency for admin support/overtime eg. additional/exception time-limited tasks, locum sick leave cover, if required. If unused at the end of the FY this can be carried over for the same purpose or redirected into general reserve.
	Pension: Employers contirbution	4817	5372	Breakdown shown in Table 1 also.
SUBTOTAL		30810	34825	
ADMINISTRATION (OFFICE RENT, STATIONERY, HARD & SOFTWARE, PHONE & BROADBAND, ELECTIONS, AUDITS, INSURANCE, TRAINING, CLERKS & MEMBERS EXPENSES)	IT	1599	1580	Breakdown shown in Table 2 - Administration costs
	OFFICE EXPENSES	4591	4281	
	Subscriptions	1000	1075	
	Elections	500	250	
	Audit Fee	700	700	
	Insurance	2150	2100	
	Training	500	1100	
SUBTOTAL		11040	11086	
ASSET MANAGEMENT (MUGA, OPEN SPACES, PLAYGROUNDS, WAR MEM, NOTICEBOARDS, BENCHES, CAR PARKS, ST JOHNS CLOSED CHURCHYARD, FORE ST TOILETS)	MUGA & Lawns facilities, Green Spaces Management & general Asset Maintenance	14600	14020	Breakdown shown in Table 3 - Asset Management costs
	Public Toilets Fore St	3510	4290	for general maintenance when required. Increased as we have more units, some now aging (battery packs, cabinets, not the units themselves).
	St Johns Closed Church Yard	5140	4840	
	Defibs	200	500	
	Night Landing Site	50	50	building reserve for inspections and maintenance when required
SUBTOTAL		23500	23700	
BPC Grant Giving	BPC Grants (or S137 if BPC loses GPC)	1500	1000	Reduced, any unspent in 2022/23 to be carried forward to 23/24.
BERT	BERT & Gritting	250	200	Some grant funding still available as unused.
OTHER PROJECTS	Other projects	700	3150	Breakdown shown in Table 4
CONTINGENCY	Contingency (General Reserve)	0	1000	General reserves need to be rebuilt to safe guard for inflation, potential transferred assets, etc.
TOTAL BUDGET		£91,300	£74,961	PROPOSED 2023/24 BPC BUDGET
less Burial Account charge		£2,840	£4,952	Admin charge (to the Burial Account) to be deducted from Precept claim
2022/23 BPC BUDGET & PRECEPT TOTAL		£64,959	£70,009	PROPOSED 2023/24 BPC PRECEPT
			£5,050 7.77%	increase to BPC precept (2022/23 to 2023/24)

Charge to Burial Account	
2023/24 Clerical costs	£34,825
per week	669.71
per hour	£26.79
2023/24 Admin Costs	£10,836
per week	208.38
per hour	£8.34
Burial charge hourly rate	£35.12
average hours per week	3.0 from 2022/23 from timesheets
Charge per week	£105.37
47 working weeks per year	£4,952

Table 1. CLERICAL COST BREAKDOWN

As recommended by the BPC Finance Committee at the meeting held 09.01.23

	= Per Annum from precept budget 2022/23
	= Per Annum from precept budget 2023/24
	= Not from additional budget, from salary, already part of budget

NALC pay scale	£ per hour	Hours per week	£ per annum	Pension Contribution ***	
				BPC @ 21.1%	Clerk @ 5.5%
			TAKEN FROM PRECEPT	TAKEN FROM SALARY	

CURRENT (2022/23) SALARY BREAKDOWN

NALC pay scale	£ per hour	Hours per week	£ per annum	BPC @ 21.1%	Clerk @ 5.5%
LC2 SCP 30 *	18.87	25.0	24531.00	5176.04	1349.21
ANNUAL TOTAL			24531.00	5176.04	1349.21

PROPOSED BUDGET FOR 2022/23 SALARY

NALC pay scale	£ per hour	Hours per week	£ per annum	Pension Contribution ***	
				BPC @ 21.9%	Clerk @ 6.5%
SALARY: LC2 SCP 30 *	18.87	25.0	24531.00	5372.29	1594.52

Contingency budget for overtime and/or clerical cover **	18.87	25.0	471.75	No pension contribution required on OT	
Contingency budget for possible 2023/24 pay increase subject to union negotiations.			1200	250	50

* Rate taken from 22/23 NALC pay scale as published 02.11.22.

** It is essential to include an amount for potential overtime payments or clerical cover if required, to ensure the correct amount is available and the budget is not exceeded. I have allowed for 25 hours at my current rate, applicable if overtime but if additional cover the rate for a locum is unknown. It is hope this will not be needed, but still available at the end of the FY to be carried forward

*** Rates set by Local Government Pension Scheme actuaries. Updated 21/11/22.

Table 2. ADMINISTRATION COST BREAKDOWN

As recommended by the BPC Finance Committee at the meeting held 09.01.23

	DETAIL	BUDGET 22/23	Proposed 23/24	NOTES
IT	.gov.uk website domain	0	0	Already secured and paid for until 2024.
	Website Support contract	600	600	No increase proposed by James @ Dotcombo
	Website hosting	0	60	New budget, separated from above.
	Various BPC emails	144	175	We now have 13 separate email addresses at £1 per month however there may be a stage during 2023 when more emails are needed to cover the handover period to the new council members.
	Multi Device Management	160	0	Now fixed a new contract, free as its for less than 20 devices owned.
	Device & Laptop contingency	695	745	Reserves at end of FY 2022/23 will be £695. Budget is based on ... Current replacement value of 11 Tablets @ approx £180 each, 1 Laptop @ approx £800 = £2,780 spread over 4 years (expected life, although may be longer). A further £50 has been added for inflation.
	TOTAL	1599	1580	
Clerical Expenses	Rent	2160	2160	No rent increase proposed by landlord
	CC Service charge agreement	240	372	Due to inflation
	Office Phone & Broadband	690	0	BT Phone & wifi line to be cancelled.
	Stationery	750	600	Includes manuals & books, toner, paper & stationery, postage, storage.
	BPC mobile		204	Fixed.
	Annual Parish (Electors) Meeting	0	100	
	Accounting package	468	562	Scribe. Increase as advised by the supplier. Review and consider alternatives packages in the future but weigh up benefits and savings against inconvenience of change/relocating data.
	Mapping subscription	133	133	Parish Online -to be continued.
	Payroll services	150	150	22/23 Payroll services to be invoiced in April 2023, no increase proposed
	TOTAL	4591	4281	
Subs	DALC (includes NALC)	750	800	Both worked out on the Council's precept, in bands or a percentage.
	SLCC	250	275	
		TOTAL	1000	1075
Elections	Payable to the principal authority for all services relating to a local council election.	500	250	There will balance of £6788.74 at the end of this FY. A full election for this parish will be IRO £3.5k. Similar if a mid-term by-election is called. Continue to accumulate a reserve but the amount to be reduced to £250 while the reserve is healthy.
Audit Fee	Internal Audit & Report	250	250	No change expected from either auditor.
	External Audit	450	450	
		TOTAL	700	
Insurance	Original Premium	2000	2000	Fixed fee, no changes anticipated to assets and contingency required. To build up a reserve for the re-evaluation process at least once every 5/6 years. Current reserve will be £450 (at 31.03.23). Re-evaluation not due until at least 2024/25.
	Asset Valuation & Report	150	100	
		TOTAL	2150	
Training	Clerk CPD	300	400	For Clerk to attend the Clerks Annual Conference
	New Councillor training	0	400	New Council Training expense are hard to estimate, depends on elections/ further by-elections!
	Councillor CPD	200	300	DALC fees have increased, and they are constantly changing their training programme, so it's hard to know what will be available and what it will cost.
		TOTAL	500	1100
ADMINISTRATION TOTAL			11086	

Table 3. ASSET MANAGEMENT COST BREAKDOWN

As recommended by the BPC Finance Committee at the meeting held 09.01.23

ASSET	DETAIL	BPC Budget 22/23	Proposed budget 23/24	NOTES
OPEN RECREATION SPACES, PLAY AREAS & MUGA	BGS Grass Cutting Contract & Parish Maint. Contract	8450	8450	Contracted. Doesn't include any work at the Cemetery (from the Burial Fund) or St Johns (listed separately below).
	Lawns Toilets Caretaker	3090	2060	Contracted. Reduced as the space to be clean is reduced.
	Lawns Toilets & MUGA floodlights utilities	450	500	fixed utilities rates but unpredictable usage and maintenance. Income on lights but unpredictable depending on court usage.
	Other expenses for MUGA & Toilets	300	400	To cover any additional care-taker duties required, on hourly rate & materials. Any development may be funded using CIL/S106 or external funding.
	Contingency for MUGA resurfacing	0	500	For future use. Quote to be sought for a more realistic value and timescale until work will be required.
	Orchard management	300	300	Not part of any contract, hoped to be community effort in future. Budget covers annual work recommended to keep the orchard in good health as a one-off instruction session, and work as required.
	Additional work at open spaces & playgrounds	1200	1000	Covers replacement parts and upkeep of existing play equipment, tree works at open spaces, after care for the new tree planting and rewilded areas, etc. £300 of this to be earmarked and carried forward for tree inspection in 2025.
	Annual playground inspections	180	180	No increase expected.
	Monthly playground inspections	180	180	By Wally at average of 1hr per calendar month, he will inspect both areas twice a month in May - August.
	Bishops Avenue Car Parks	450	450	For business rates. Increase unknwn. Weeding and general maintenance is within the BGS contract above.
	TOTAL	14600	14020	
St Johns Closed Churchyard	BGS Maintenance Contract	4840	4840	No changes to the contract this year
	Additional cost	300	0	Not considered essential. Emergency work/repairs can be covered by insurance.
	TOTAL	5140	4840	
Fore Street Toilets	Caretaker	3090	3090	Contracted. Review Autumn/Winter 2023
	Utilites	300	1000	To date paid for water only. From 01.01.23 power to be paid for by BPC. Based on estimate supplied by previous owner.
	Repairs & additional expenses	120	200	Additional for contingency
	TOTAL	3510	4290	
ASSET MANAGEMENT TOTAL			23150	Defibs & NLS to be added on main budget page.

NB. Cemetery management costs are not included in the precept budget

Table 4. OTHER COSTS BREAKDOWN

As recommended by the BPC Finance Committee at the meeting held 09.01.23

	BUDGET HEADING	BPC BUDGET		NOTES
		ACTUAL 22/23	PROPOSED 23/34	
POTENTIAL SPEND OR STARTER RESERVES FOR FUTURE PROJECTS (Balance to be carried forward to reallocated at end of FY)	Queens Platinum Jubilee & Memorial	200	800	<i>Tree and bench</i>
	Kings Coronation in 2023	0	350	<i>Tree & programme</i>
	Climate Emergency Actions	0	0	<i>Not necessary as no projects yet agreed and there is still a balance of the CA National Lottery grant available</i>
	Scout Hut Project	500	1000	<i>Should only be required for legal fees</i>
	War Memorial	0	1000	<i>Amount will depend on quotes and on donation/grant for external bodies.</i>
	TOTAL	200	3150	

PROPOSED 2023/2024 BUDGET & PRECEPT Shown for property bands

Property Banding	A	B	C	D	E	F	G	H	Provides precept	% change to previous precept	£ change to previous precept
	6/9	7/9	8/9	9/9 (1)	11/9	13/9	15/9	18/9			
Actual 2022/23	33.29	38.84	44.39	49.94	61.04	72.14	83.23	99.88	£64,959		
Proposed BPC budget & precept for 2023/24 less burial charge	36.69	42.80	48.92	55.03	67.26	79.49	91.72	110.06	£70,009	7.77%	£5,050
Increase £	3.39	3.96	4.52	5.09	6.22	7.35	8.48	10.18			

For Info only: BURIAL ACCOUNT RESERVE (Not from Precept)

RESERVE BALANCE at 01.04.19		52846.44
2019/20	Income	15227.00
	Expenditure	4682.57
RESERVE BALANCE at 01.04.20		63390.87
2020/21	Income	13094.00
	Expenditure	5158.41
RESERVE BALANCE at 01.04.21		71326.46
less admin charge to burial account		2722.00
2021/22	Expenditure	8524.86
	Income	26315.00
RESERVE BALANCE at 01.04.22		86394.60
less admin charge to burial account		2841.00
2022/23 up to 31.12.22	Expenditure	6297.63
	Income	14085.00
RESERVE BALANCE at 31.12.22		91340.97

Predicted expenditure for 2023/24	
BGS Annual Contract	6100
Scribe Cemetery package	562
KateEco work to flower beds/rose garden	400
Tree inspection work - Ash trees	300
	7362
Admin charge (at an average of 3.0 hrs per week)	4952
Total	12314



BISHOPSTEIGNTON PARISH COUNCIL

COMMUNITY INFRASTRUCTURE LEVY POLICY

1. BACKGROUND

Community Infrastructure Levy (CIL) is the charge payable on new development to be used to provide infrastructure that supports the development of the area. Teignbridge District Council started charging the Levy in October 2014. The CIL charge is determined by location depending on development viability – largely driven by house prices and affordable housing targets. Charges are made per internal square metre of new floor area; once development commences the full amount of CIL becomes payable. Payments are phased over 24 months and are non-negotiable.

CIL payments are received by Teignbridge District Council who will then pay 15% of the CIL income to the local council (ie the Town or Parish Council), unless a local council has an up to date adopted Neighbourhood Plan, such as Bishopsteignton, then local council shall receive 25% of CIL income within its area.

Since the introduction of CIL in Teignbridge, Bishopsteignton Parish Council have received a total of £k of CIL money in relation to various eligible developments across the parish. Potentially more CIL may be due in future years depending on the outcome of various planning applications.

The parish council may determine how its CIL receipts are spent; however, any expenditure must meet the following criteria as set out by CIL regulations:

- The provision, improvement, replacement, operation, or maintenance of infrastructure; or
- Anything else that is concerned with addressing the demands that development places on an area.

2. CIL SPENDING DECISION PROCESS

Bishopsteignton Parish Council welcomes input from local groups/organisations or individuals for projects on which to spend CIL money. If the proposed projects are within the CIL regulations and are items on which the parish council may lawfully spend, then a prioritisation process will be carried out and the criteria outlined in this policy will be used as a ranking mechanism. A prioritised “CIL Project List” (see appendix A) will be maintained and will be referenced when CIL funding becomes available. Organisations proposing their own projects may be requested to put forward costed and deliverable projects with multiple quotes and supporting information, such as financial accounts belonging to the beneficiary.

An assessment of project applications for CIL funding will be conducted by the Parish Council Finance Committee to resolve whether to make a recommendation, for the project to be included on its future CIL Projects List and its level of priority in respect to other projects, to the Full Council at its next meeting. Following a final resolution of the full council the CIL Projects List will be updated and published online.

NB. Full council meetings are open to the public; however, the council may move into private session if commercial sensitivity is required in order to achieve best value for public money.

BPC COMMUNITY INFRASTRUCTURE LEVY POLICY

3. RANKING PROJECTS FOR CIL EXPENDITURE

The CIL Project List is expected to cover projects providing, but not be limited to, the following benefit categories:

- Environmental/Climate change
- Crime reduction/Public Safety
- Traffic/Road safety
- Community engagement & Communication
- Leisure/Sport/Amenity
- Public services/provision
- Heritage protection

In general, the parish council will use the following **primary criteria** to rank CIL projects against each other:

- **Community Benefit** – how wide an impact will the project have for Bishopsteignton and how many people might benefit
- **Costs and Funding** – The overall cost of the project and any future expenditure it may generate, such as ongoing maintenance. Projects part-funded by the benefitting organisation or from grant funding may increase the ranking as it means more projects can be sufficiently financed.
- **Deliverability** – how practical is the project and are there likely to be barriers around the planning or legal aspects
- **Environmental Benefits** – does the project offer benefits to the environment of the village and show no negative impact

Secondary criteria under consideration may include:

- Projects that demonstrate the benefit will be sustained with revenue expenditure
- Projects that reduce running costs or increase revenue generation
- Projects that mitigate the detrimental effects of development, such as those delivering infrastructure identified as being required in the community
- Projects that connect developments to parish services and assets

NB. Inclusion on the CIL Projects List, meeting some or all the criteria for CIL ranking, does not commit the council to fund the project; all council spending decisions are made by a majority council vote.

The Finance Committee and Full Council will review the CIL Projects List following receipt of CIL funds (twice a year) and may resolve to award funding on the basis of current priorities and available funds. The council may ask for supporting information to be provided, such as group financial accounts, or multiple quotes for the work; this list is not exhaustive.

Continued...

BPC COMMUNITY INFRASTRUCTURE LEVY POLICY

Appendix A

1. Balance of CIL receipt/spend at 31.12.22

	Receipt	Spend	Balance
2017	5339.38	0	5339.38
2018	11922.17	0	17261.55
2019	19025.88	0	36287.43
2020	12055.10	510.60	47831.93
2021	7336.16	20836.18	34331.91
2022	4679.35	0	39011.26
TOTAL	60358.04	21346.78	39011.26

2. Potential Project List at 31.12.22

Title	Proposed by	Total Budget	Other potential funds		From CIL
Enhancement of Cockhaven Close junction	BPC Asset Management Committee. Approved by Full Council.	£7,500	Tidy Teignbridge Grant	£2,900	£4,600
The Lawns Playground Enhancements	BPC Asset Management Committee. Approved by Full Council.	£29,000	Viridor, application not yet submitted	unknown	£29,000
Cockhaven Close Playground Enhancements	BPC Asset Management Committee. Approved by Full Council.	£16,000	Viridor, application not yet submitted	unknown	£16,000



Appendix F - CLERKS REPORT OF GENERAL UPDATES @ 11.01.23

PLANNING MATTERS TO BE NOTED: Amendments to the following application:

APPLICATION WITHDRAWN: 22/01728/HOU - 8 Stockmeadow Gardens - First floor extension to garage to form office.

REQUEST TO GO TO CATEGORY B: 22/02156/FUL - Cockhaven Arms 12 Cockhaven Road - Stationing of three shepherd huts and the erection of a linen and cycle store. If the delegated officer is recommending approval. As submitted by District Councillor. MacGregor.

TEIGNBRIDGE LOCAL PLAN: The emerging Teignbridge Local Plan 2020–2040, which was published 4th Jan 2023, will be considered by Full Council on 12th January 2023.

Documents to be reviewed can be found here... <https://www.teignbridge.gov.uk/planning/local-plans-and-policy/local-plan-review-2040/full-council-documents-12-january-2023/>

Subject to approval of the Local Plan at Full Council at the above meeting, the District Council intend to publish the Plan for public consultation from the 23rd January until 13th March 2023 and the Parish Council should make efforts, as usual, to produce a comprehensive respond. Meeting/s will be arranged for the response to be formed, in the meantime please review the relevant documents.

PARISH MAINTENANCE/AMC COMMITTEE:

Benches – Maintenance ongoing, as and when required. J. Parkes will be attending to the bench at the corner of Grandison Avenue. No other benches currently require urgent attention. Agreed for members of AMC to assess the current condition and recent works, walks to be arranged.

Vehicular Access from The Lawns car park on to The Drive: A solid line and STOP has been painted at the exiting junction (joining The Drive from the car park) as agreed by BPC AMC (21.06.22, minute ref: 2206.04). the parishioner who raised the original query was pleased and grateful. No further action.

Playground Revamp: Revised quotes now received. To be considered by AMC for a final decision on preferred contractor. However, in the meantime I need to add the opportunity to tender to a contractor-finders website. All to be completed before the application for Viridor funding can be submitted. Work likely to commence March 2023. Ongoing work, with priority status.

Cemetery Garden of Rest Handrail: Installed, invoice to be settled. No further action required.

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 & Clerk for further consideration/preparation. No further action has been taken yet.

MUGA – Line Markings: Secondary netball court marking complete. Looking to mark the primary court in FY 2023/24 and we can use S106. Work may take place in April, will seek quotes for AMC consideration.

Improvements at Fore Street Toilets: It has been reported some minor repairs and painting is required to keep this facility in good condition. Inspection to be arranged to create job spec before quotes to be sought.

Cockhaven Junction Enhancement: The scheme will still include relocation of the bench, gravel area with grid, steps to correct crossing point and a general tidy. Total budget of £7,500 to be met using £2,900 Tidy Teignbridge fund and CIL. Furthermore, it was suggested that the clerk to write to Otter Nurseries Jacks Patch to introduce the plan and invite the opportunity to sponsor or donate towards the enhancement. Awaiting response.

CLERKS REPORT Cont'd - GENERAL UPDATE 11.01.23

Trees: Cemetery - Ash Dieback: Inspection carried out by Devon Tree Services in Sept 22. Report advises no serious deterioration because of Ash Dieback, no immediate action required, recommends further inspection in August/Sept 2023 when in leaf. There is a second Ash which needs checking, this is along the path edge, and it appears to have damage, inspection to be organised.

Village Green Enhancements: Wooden posts installed along the eastern edge of the VG are failing, several have collapsed. To be replaced with recycled plastic bollards as used on the northern edge. New posts order (04/11/22), delivery approximate 6 to 7-week lead time, before installation by BGS.

War Memorial: Requires professional steam clean and lettering repainted. One quote received, two are being prepared expected soon. Financial support from Bishopsteignton Heritage has been requested, they wish to see the 3 quotes before responding. Once all quotes are available a funding application shall be submitted to the War Memorials Trust. If not successful a budget heading will need to be established for the 2023-24 budget & precept.

PUBLIC RIGHTS OF WAY: Surface of FP13 (adjacent to School): Devon highway neighbourhood officer confirmed a full resurface 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. AMC Committee resolved to appoint a preferred contractor. Devon Highways Community Enhancement Fund applied for but the maximum to be awarded is £1,000. Balance of approx. £1,600 can be covered using S106 or CIL. Awaiting response, expected end of January.

Crew Coffee: John was offered the opportunity of a more lucrative pitch at Labrador Bay, therefore has reduced his attendance at The Lawns to Fridays only, contract adjusted accordingly.

CIVILITY & RESPECT PROJECT & PLEDGE: <https://www.nalc.gov.uk/our-work/civility-and-respect-project>

Throughout the sector, there are growing concerns about the impact bullying, harassment, and intimidation are having on local (parish and town) councils, councillors, clerks and council staff and the resulting effectiveness of local councils. NALC, One Voice Wales, the SLCC and county associations have responded to this by setting up a Civility and Respect Working Group to oversee the Civility and Respect Project.

PLEDGE - NALC, SLCC, and OVW believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector. The Civility and Respect Pledge is being introduced because there is no place for bullying, harassment and intimidation within our sector. The pledge will enable councils to demonstrate that they are committed to standing up to poor behaviour across our sector and to driving through positive changes which support civil and respectful conduct. All councils are being invited to make the Civility and Respect Pledge. More detail can be provided for BPC to make the pledge at a future meeting.

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.

Two boards moving into production, for The Parish Cemetery and The Village Green. These will be funded by BPC, from the Burial Account for the former, and S106 for the latter. Design copy ready, boards to be ordered imminently.

Further boards are anticipated at Bishops Palace Walls (replacement board depending on continued agreement of the landowners) and The Lawns recreation ground, Old School (Community Centre), and a full village map. In future, other than the board at the Lawns and insurance cover for each new installation the cost of these will be met by BH.

CLERKS REPORT Cont'd - GENERAL UPDATE 11.01.23

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, and the BPC Financial Regulations. All new drafts can be reviewed by the BPC Strategy & Governance Committee or Full Council whichever meets soonest.

REGENERATION OF BISHOPSTEIGNTON COMMUNITY CENTRE

A working party is established to consider all possible outcomes for this under-utilised parish asset. BPC are represented by the clerk on this committee. Next meeting to be held 10am Wednesday 08.02.23.

BOOKINGS @ THE MUGA:

Several regular bookings mean the court will be closed to the public at the same time, this is difficult to guarantee due to the fact it is never locked. Booking as follows For January onwards:

- Tuesdays 7.00 to 8.45 Chudleigh Canon Netball
- Various usage from Newton Abbot Rugby club and Teignmouth Youth AFC for training when their own pitches are water-logged.

DEFIBRILLATORS:

Awaiting new unit installation in the following locations:

- Teign View Road/top of Murley Crescent area
- Teign Close/Forder Lane junction, opposite Grange Park

Further units: Agreement in principle to install a unit at Cockhaven Arms, to liaise with management company to confirm when funds for another unit are available. Additional potential locations to be shown on a map, to ensure even coverage.

A map of current locations is provided on the BPC website. To be shared with Channel View and Pharmacy to display once new units' installation is complete.

Regular Inspections: Each defibrillator unit requires a monthly inspection to ensure it is fully operational and Eddy is wishing to step down. Kindly, a couple of volunteers have now come forward.

TIDY TEIGNBRIDGE FUND – FUNDING OPPORTUNITY

As agreed at the last BPC meeting, a quotes was provided for weed clearance and possible repointing of the raised pavement on Shute Hill for this funding to be used. Application has been submitted Awaiting response from TDC, expected end of February.

FURTHER MEETINGS – FOR INFORMATION/TO BE ARRANGED:

- **Next Full Council:** Monday 6 February - 7pm @ BCC.
- **BPC Planning Committee:** Monday 20 February 7.00pm @ BCC.

FOR INFO:

For direct contact either phone: 07483 149812, 11am to 3pm, Monday to Thursday. 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 Bishopsteignton Heritage Hub/visit the parish at least once per week, most likely Wednesday. I will always ensure Cllr. Head knows when I am there, and when I leave, in accordance with the BPC Lone Working Policy.

Bishop Clerk

From: Geralyn Arthurs <geralynarthurs@hotmail.co.uk>
Sent: 06 December 2022 13:24
To: Bishop Clerk
Subject: Teignmouth Community Hospital

Importance: High

Dear Chair and Parish Councillors,

I am contacting you on behalf of a group who support the retention of Teignmouth Hospital for the medical needs of local residents now and future generations.

We have never seen this as an 'either-or case' and totally agree that the GPs need new premises in Teignmouth, but not at the expense of our hospital as Teignmouth and the surrounding villages rely on the medical services at the hospital as well as our doctors, meaning Teignmouth needs both the hospital and Health and Wellbeing Centre.

Only those of you who have read all 31 Appendices of the Consultation Document will know that there are serious flaws in the proposal by Torbay Trust, which in December, 2020, was highlighted by DCC's Spotlight Review undertaken by members of the Scrutiny Committee. We are trying to ascertain why this conclusion wasn't the reason for referral, especially as our MP, Anne Marie Morris, claims to have informed all Conservative Councillors that the hospital needed to be referred under health services provision and not the consultation process with DCC Scrutiny Committee. Sadly, the latter was the reason for the referral and you all are aware of that outcome.

The Independent Reconfiguration Panel (IRP) has kindly said it will re-exam this case if the Secretary of State for Health and Social Care (SofS) sends it back to them under different criteria. I have been very fortunate to receive an apology for the delay in response to my letter from the Rt Hon Steve Barclay (SofS) saying that if DCC Health and Adult Care Scrutiny Committee (DCC HACSC) refer Teignmouth Community Hospital back to his Department under the medical terms of reference he will ensure that it will be re-examined. Anne Marie Morris states that she has pointed this out several times to DCC HACSC that they have it in their power to grant this as the SofS's hands are tied until it lands on his desk.

Therefore, we are trying to find out where everyone stands in the interest of truth. If the majority of councillors are in agreement of backing us, would you kindly write to Cllr Sara Randall-Johnson, the Chair of the DCC HACSC, saying that you wish to have the case for Teignmouth Hospital referred back to the SofS on medical grounds to see if the proposal is in the best interest of local residents.

It is in your power to bequeath this gift to your village and what a month to achieve it.

Thank you all for your time and we look forward in hope to hearing that we can count on you to deliver where we have so far failed.

Kind regards,
Geralyn Arthurs