



# BISHOPSTEIGNTON PARISH COUNCIL

## MEMBERS SUMMONS

Issued Wednesday 17 May 23

Dear Councillor,

Your presence is requested for the Full Council Meeting of Bishopsteignton Parish Council at approximately **8pm on Monday 22 May 2023** at Bishopsteignton Community Centre, Shute Hill. An agenda of business to be transacted at this meeting 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 in accordance with BPC Standing Order 13. d to h.

Kim Ford - Clerk to the Council

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## AGENDA

### OF BISHOPSTEIGNTON PARISH COUNCIL MEETING

TO BE HELD ON MONDAY 22 MAY 2023 AT BISHOPSTEIGNTON COMMUNITY CENTRE  
STARTING IMMEDIATELY AFTER THE ANNUAL MEETING OF THE COUNCIL

*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.*

<b>2305.01</b>	<b>MEETING GOVERNANCE</b>
.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. <i>And, if required, Clerks response to any request for dispensation (made in writing prior to the meeting).</i>
.03	ORDER OF BUSINESS: Consider possible reorder of the agenda items listed below and if any should be discussed with press & public excluded ( <i>PART II</i> ). <i>In accordance with Public Bodies (Admission to Meetings) Act 1960 and Local Government Act 1972, ss100 - 102</i>
.04	RATIFICATION OF MINUTES of the BPC full council meeting held 03.04.23.
<b>2305.02</b>	<b>OFFICIAL REPORTS</b> ( <a href="#">Appendix D</a> ) 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.
<b>2305.03</b>	<b>FINANCE</b>
.01	PAYMENTS: a. Resolve to retrospectively approve payments detailed in 230502 Payment Schedule ( <a href="#">Appendix E</a> ) b. Resolve to approve payments as detailed in 230522 Payment Schedule' ( <a href="#">Appendix F</a> ).
.02	FINANCIAL STATEMENTS: Acknowledge statement of BPC financial position at 30.04.23 ( <a href="#">Appendix G</a> )
.03	BPC COMMUNITY GRANT: Consider application received from Bishopsteignton Village Festival and make a resolution accordingly. See <a href="#">Appendix H</a> .

.04	BPC RESERVES POLICY: Review draft policy ( <a href="#">Appendix I</a> ) resolve to adopt subject to suggested amendments.
.05	<p>2022/23 ANNUAL GOVERNANCE &amp; ACCOUNTABILITY RETURN:</p> <ol style="list-style-type: none"> <li>Resolve to acknowledge completion of Internal Audit Report 2022/23 - Page 3 of <a href="#">Appendix J</a></li> <li>Review and resolve to approve for the chairman to sign section 1: Annual Governance Statement 2022/23 - page 4 of <a href="#">Appendix J</a> (noting page 7 of <a href="#">Appendix J</a>).</li> <li>Review and resolve to approve for the chairman to sign section 2: Accounting Statement for 2022/23 - page 5 of <a href="#">Appendix J</a></li> <li>Resolve to approve as a true and correct record by submission of the completed Annual Governance &amp; Accountability Return 2022/23 (Whole of <a href="#">Appendix J</a>) to the appointed external auditor.</li> </ol>
<b>2305.04</b>	<b>ASSET MANAGEMENT</b>
.01	BISHOPSTEIGNTON WAR MEMORIAL CLEANING & REPAIRS: Considering clerks report <a href="#">Appendix K</a> , consider an appropriate resolution to appoint a preferred contractor and how these costs shall be met.
.02	GREENSPACES MANAGEMENT FOR BIODIVERSITY: Consider clerks report <a href="#">Appendix L</a> . Discuss and resolve accordingly.
.03	MUGA LINE MARKING: Consider quote received, attached as <a href="#">Appendix M</a> . Discuss and resolve accordingly
<b>2305.05</b>	<b>CLERKS REPORT:</b> A report of updates for ongoing matters, notification of actions taken and any new/forthcoming business for the council for information.
<b>2305.06</b>	<b>MEMBERS REPORTS:</b> Opportunity for updates from members relating to meeting/events/training attended, progress of working parties or representation on external bodies. <i>(Member to provide a written report if not in attendance)</i>
<b>2305.07</b>	<b>PUBLIC PARTICIPATION</b> 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, Parish Clerk.

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All business conducted under Bishopsteignton Parish Council Standing Orders v03 Adopted November 2022