



# BISHOPSTEIGNTON PARISH COUNCIL

## MEMBERS SUMMONS

Issued Tuesday 29 August 23

Dear Councillor,

Your presence is requested for the Full Council Meeting of Bishopsteignton Parish Council at **19.30 on Monday 4 September 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

[clerk@bishopsteignton-pc.gov.uk](mailto:clerk@bishopsteignton-pc.gov.uk)

07483 149812

## AGENDA

### OF BISHOPSTEIGNTON PARISH COUNCIL MEETING

TO BE HELD AT 19.30 ON MONDAY 4 SEPTEMBER 2023 AT BISHOPSTEIGNTON COMMUNITY CENTRE

*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>2309.01</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 full council meeting held 10.07.23. ( <a href="#">Appendix A</a> ).
<b>2309.02</b>	<b>OFFICIAL REPORTS</b> ( <a href="#">Appendix B</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>2309.03</b>	<b>FINANCE</b>
.01	PAYMENTS: <ul style="list-style-type: none"><li>Resolve to retrospectively approve payments across the period 11.07.23 to 29.08.23 detailed in 2307-08 Payment Schedule <a href="#">Appendix Ci</a></li><li>Resolve to approve payments for 05.09.23 as detailed in 2309 payment schedule <a href="#">Appendix Cii</a>.</li></ul>
.02	FINANCIAL STATEMENTS: Acknowledge statement of BPC financial position at 31.08.23 <a href="#">Appendix D</a> .
.03	REALLOCATION OF BUDGET: A budget of £350 was set for the Kings Coronation to plant a commemorative tree and printing services for a community program/brochure. A program was not required as posters were sufficient. A tree is going to be approximately £50-100. Can the remaining £200-250 be reallocated to a new budget heading for 80 <sup>th</sup> Anniversary of D-Day? This would be used to cover any costs relating to beacon lighting and possibly arrangements for a community event.

<p><b>2309.04</b></p> <p>.01</p> <p>.02</p> <p>.03</p> <p>.04</p>	<p><b>ASSET MANAGEMENT:</b></p> <p>LAND AT LITTLE HALDON HEATH: Matter revisited since deferral at the full council meeting held 10.07.23. More information was provided to the BPC Asset Management Committee at its meeting held 24.07.23. Members to consider the AMC recommendation and explanation given in <a href="#">Appendix E</a> and reach a resolution accordingly.</p> <p>FORE STREET TOILETS REGENERATION: Review clerk report which outlines some options for the repurposing of this building/space. Consider these alongside drawing/plans provided by a volunteer; both shown in <a href="#">Appendix F</a>. Resolve any action considered appropriate.</p> <p>ADVERTISING BANNERS: Consider the recommendation below, made by the Asset Management Committee, made at its meeting held 24.07.23(minute ref 2307.06): The AMC recommend the full council resolve that there should be no advertising banners at the new railings at Cockhaven Junction and the businesses/charities currently displaying banners should be asked to remove them. See <a href="#">Appendix G</a>. Discuss and resolve any action considered appropriate. <i>NB. A Draft Advertising Banner Policy is being prepared for consideration at a future meeting.</i></p> <p>WALL COLLAPSE, ST JOHNS THE BAPTIST CHURCH, CHURCH ROAD: Consider remedial action to be taken and review quotes obtained for the work (if provided in time).</p>
<p><b>2309.05</b></p> <p>.01</p> <p>.02</p> <p>.03</p>	<p><b>COUNCIL STRATEGY &amp; GOVERNANCE:</b></p> <p>MEMBER SABBATICAL REQUEST: Consider a request from Cllr. N. Edwards for a 3-month sabbatical from council duties including correspondence and meetings, due to health complications, returning to duties from 30.11.23. Discuss and agree on a resolution accordingly.</p> <p>DRAFT BPC STRATEGIC PLAN: To review for adoption the draft BPC Strategic Plan as prepared and recommended by the Governance &amp; Strategy Committee (<a href="#">Appendix H</a>). Consider amendments and resolve further action accordingly.</p> <p>BPC POLICIES: To review, amend as required and adopt accordingly the following BPC policies/documents:</p> <ul style="list-style-type: none"> <li>• <b>BPC Financial Regulations (P.012)</b> <a href="#">Appendix I</a>. Adoption recommended by the BPC Finance Committee at its meeting held 17.07.23, minute reference 2307.03.</li> <li>• <b>Freedom of Information Policy (P.021)</b> <a href="#">Appendix J</a>.</li> </ul>
<p><b>2309.06</b></p> <p>.01</p> <p>.02</p> <p>.03</p>	<p><b>HIGHWAYS:</b></p> <p>20'S PLENTY CAMPAIGN: Discuss the options for the village/Luton see <a href="#">Appendix K</a> for further details. Resolve any actions considered necessary.</p> <p>DOUBLE YELLOW LINES AT CLELAND COURT, MANOR ROAD: Following the HATOC decision to approve the request made by BPC residents have been in contact to express concerns. See <a href="#">Appendix L</a> for details. Consider any further actions and resolve accordingly.</p> <p>ROAD CLOSURES: To note the upcoming road closures in the Parish, as detailed in <a href="#">Appendix M</a>.</p>
<p><b>2309.07</b></p>	<p><b>DISRUPTED WATER SERVICE IN LUTON (&amp; IDEFORD):</b> Consider the issue highlighted in clerks report <a href="#">Appendix N</a>, consider an appropriate action for BPC to support its residents, resolve accordingly.</p>
<p><b>2397.08</b></p>	<p><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. <a href="#">Appendix O</a>.</p>
<p><b>2309.09</b></p>	<p><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></p>
<p><b>2309.10</b></p>	<p><b>PUBLIC PARTICIPATION</b></p> <p>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.</p>