



BISHOPSTEIGNTON PARISH COUNCIL

MEMBERS SUMMONS

Issued Tuesday 9 April 2024

Dear Councillor,

Your presence is requested for the Full Council Meeting of Bishopsteignton Parish Council at **19.30 on Monday 15 April 2024** at **The Old School House, Luton**. 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

07483 149812 clerk@bishopsteignton-pc.gov.uk

AGENDA

OF BISHOPSTEIGNTON PARISH COUNCIL MEETING

TO BE HELD AT 19.30 ON MONDAY 15 APRIL 2024 AT THE OLD SCHOOL HOUSE, LUTON

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.

APPENDIX

2404.01	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. <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 19.02.24.	A
2404.02	OFFICIAL REPORTS from:	B
.01	PCSO. Saul Bunce/PC. Ben Chadwick	
.02	Cllr. Andrew MacGregor - Teignbridge District Councillor for Bishopsteignton Ward.	
.03	Cllr. R. Peart - Devon County Councillor for Kingsteignton & Teign Estuary Division.	
2404.03	FINANCE	
.01	PAYMENTS: Resolve to retrospectively approve payments made by the Clerk/RFO across the period 01.04.24 to 09.04.24 detailed in 24.02-04 Payment Authorisation.	C
.02	FINANCIAL STATEMENT: <ol style="list-style-type: none"> Acknowledge statement of BPC financial position at 29.02.24 Acknowledge statement of BPC financial position at 31.03.24 Consider and resolve to approve, subject to amendments, a virement report for 01.04.24, starting the FY 2024-25. 	D E F
.03	FINANCIAL STATEMENT OF ANNUAL ACCOUNTS 2023-24: Review the report provided. To be NOTED.	G

.04	ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (External Audit): Consider Section 1: Annual Governance Statement 2023/24. Resolve to approve and for the Chair to sign accordingly.	H
.05	BPC GRANT AWARDS APPLICATION: Consider the following applications. Resolve accordingly. a. From Bishopsteignton Twinning Association b. From Bishopsteignton Village Hall	I J
.06	BISHOPSTEIGNTON CEMETERY - SCHEDULE OF BURIAL AUTHORITY CHARGES: Review the draft schedule of updated charges, as provided. Resolve to adopt, subject to amendments.	K
2404.04	BPC GOVERNANCE BPC POLICIES: To review, amend as required and adopt accordingly the following BPC policies/documents: <ul style="list-style-type: none"> • Safeguarding Policy (P.041) – new policy, considered essential to ensure best practice. • Equality & Diversity Policy (P.029) – revised policy, not been amended since 2013. 	L M
2404.05 .01	ASSET MANAGEMENT DEFIBRILLATOR AT MICHAELS FIELD: Consider the draft license agreement from TDC, which is in accordance with the original, approved heads of terms. Adopt accordingly, approve for Chair to sign.	N
2404.06	MEMBERS REPORTS: Opportunity for updates from members relating to meeting/events/training attended, progress of working parties or representation on external bodies. a. 27 February – DCC/Torbay Devolution Deal via Zoom - attended by HM & KB. b. 12 March – TDC & DALC – Town & Parish Conference – attended by KF, JH & KB. c. 14 March – TET - Update to Campaign Group – attended by HM & KB. d. 20 March – LEVI – EV Charging Points via Teams – attended by DR. e. 20 March – TET - TDC Business Plan, presentation to Business & Tourism Stakeholders – attended by KB. f. 26 March – TDC - Community Leader Workshop - attended by KB & HM.	O P
2404.07	CLERKS REPORT: A report of updates for ongoing matters, notification of actions taken and any new/forthcoming business for the council for information.	Q
2404.08	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, Parish Clerk.