

**MINUTES**  
**OF THE FULL COUNCIL MEETING**  
HELD AT 7.30PM MONDAY 13 JANUARY 2025  
AT BISHOPSTEIGNTON COMMUNITY CENTRE, SHUTE HILL



**2501.01 MEETING GOVERNANCE**

- .01 **Attendance:** Cllr. H. Merritt (Chair) Cllr. R. Gateshill Cllr. R. Gill  
Cllr. J. Grimble Cllr. E. Harris Cllr. J. Head  
Cllr. J. Hooper Cllr. A. Keohane Cllr. D. Robbins  
Cllr. W. Vooght (10/11)  
District Cllr. A. MacGregor, County Cllr. R. Peart. PCSO S. Bunce.  
Clerk: Mrs. K. Ford, & 2 members of the public.  
**Apologies:** Cllr. D. Dixon (1/11).

- .02 **Declaration of Interests:** None.

- .03 **Order of Business:** No changes required.

- .04 **Ratification of Minutes:** Draft minutes of the Full Council meeting, held at Bishopsteignton Community Centre on 04.11.24, parts I & II, were considered. It was proposed and seconded that these be approved as a true and correct record. Agreed unanimously therefore **resolved to approve** and to be signed by the Chair.

**2501.02 OFFICIAL REPORTS**

- .01 **Police Report:** A report had been provided, for crimes December 2024. The next PACT, taking place at The Old Commercial on Thursday 30<sup>th</sup> January will include security marking for adult bike, this is included on the poster and police social media channels.  
Cllr. Hooper asked about security markings for office equipment for village organisation, e.g. councillor tablets. PCSO. Bunce agreed this was possible and to call him to arrange.  
Cllr. Gill reported his recent attendance at the Police/Councillor Advocate Scheme zoom meeting where many town and parish councillors expressed disappointment at the lack of on-street policing. However, in Bishopsteignton we feel lucky to have PCSO. Bunce who always responds promptly and often visits the village.
- .02 **District Councillors Report:** Cllr. MacGregor reported it was quiet at Teignbridge District Council but mainly because all focus is on the devolution deals and local government reforms being proposed by central government. Greater information will be available as the deal progresses, the current proposal, to amalgamate Devon & Cornwall counties into a unitary authority faces problems such as evenly splitting the wealth divide across the counties. An official forum of public consultation has not yet been provided. He encouraged all electors to make any comments known to TDC directly.
- .03 **County Councillors Report:** Cllr. Peart added to the information reported above and advised of the proposal for the county councillor election, due to take place in May 2025, to be postponed by 12 months. A decision on this will be confirmed by the end of January.

**2501.03 FINANCE**

- .01 **Payments:** It was proposed by Cllr. Vooght and seconded by Cllr. Keohane, agreed unanimously, and therefore **RESOLVED** that these payments were transacted by the clerk across the period 01.11.24 to 31.12.24, be approved retrospectively.

**DATED:**

**CHAIRMAN:**

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**.02 Financial Statement:**

- a. A financial statement for the period ending 30.11.24 was NOTED by members and signed by the Chair. Clerk to publish these on the BPC website.
- b. A financial statement for the period ending 31.12.24 was NOTED by members and signed by the Chair. Clerk to publish these on the BPC website.
- c. A 2024-25 Precept Statement showing balances after payments and receipts in the third quarter was NOTED by members.

**.03 2025-26 BPC Budget:**

Members considered the recommendation made by the BPC Finance Committee from its meeting held 25.11.24, alongside supporting papers showing the budget preparation. It was noted by Cllr. Keohane that many of the budget heading include a small contingency for inflation or unexpected costs.

It was proposed by Cllr. Harris, seconded by Cllr. Grimble, to accept the proposed budget and precept claim of £85,900 giving a 4.8% increase to the previous precept. Agreed unanimously therefore RESOLVED.

**.04 Savings/Investments:**

Members consider the paper previously circulated by the clerk and the recommendation within. It was establishing the saving product met the BPC Investments policy terms, particularly regarding ethics and sustainability.

It was proposed and seconded to open a Hinkley & Rugby Building Society 90-day deposit account as soon as possible; that this resolution be recorded in the format requested by H&R B.S, and that BPC signatories are the same members as currently listed for the BPC Lloyds account; Cllrs. Merritt, Gateshill, Grimble and Mrs. K. Ford (as Proper Officer & RFO). Agreed unanimously therefore RESOLVED.

**2501.04 COUNCIL STRATEGY & GOVERNANCE:**

**.01 Policies:** The following policies which have been updated in accordance with any legislative changes were reviewed by the council. It was proposed, seconded and unanimously agreed to adopt:

- a. Investments Policy (P.009, reviewed annually, deferred from November 2024)
- b. Disciplinary Procedure Policy (P.017, reviewed due to ACAS website changes and amendments to Equality Act 2010)
- c. Grievance Procedure Policy (P.018, reviewed due to ACAS website changes and amendments to Equality Act 2010)
- d. Menopause Policy (P.043, new policy)

**.02 Councillor Development:** The proposal from the clerk to enable a skills audit of all members was discussed at length. Assessing the skills of the members will allow us a clear picture of when knowledge lies and where there may be knowledge gaps within the team. This can then be used to consider a training provision where necessary.

It was proposed and seconded for the clerk to conduct a skills audit as shown in the papers. Agreed unanimously therefore RESOLVED. Papers to be issued accordingly giving a timeframe for return.

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**2501.05 CLIMATE & ECOLOGICAL ACTION**

Members considered the paper which had been circulated prior to the meeting in which the clerk summarises actions already taken and where future attention might be directed to form new actions with regard to the climate and ecological emergency. Recommendations within the clerk's report were taken one by one, as follows:

- a. I recommend a new committee is formed. Initially promoting the opportunity in the community for members and ideas.

It was proposed by Cllr. Hooper, seconded by Cllr. Keohane, to resolve the recommendation above. Agreed unanimously therefore RESOLVED.

This committee should include members of the public with an interest and good knowledge base for the subject. The opportunity shall be promoted in the Parish Chronicle, via social media and our website, on noticeboards and at the annual parish meeting in April.

The committee would act as a think-tank and carry forward any ideas. Cllr. Harris mentioned the Biodiversity Action Plan it was agreed for this to be within the remit of this new committee. Cllr. Gill suggested one action the committee might consider is contacting local businesses to provide community EV charging stations. Cllr. Keohane suggested the word committee can be off putting for some so a name for the group should be thought about; this was agreed.

- b. I recommend BPC resurrect this project and lead this for the community to achieve and uphold the title Plastic Free Bishopsteignton.

It was proposed by Cllr. Harris, seconded by Cllr. Vooght to resolve the recommendation above. Agreed unanimously therefore RESOLVED.

- c. I recommend the committee (if formed) or the Council consider a program of possible events and where we can work with other organisations.

It was proposed and seconded to resolve the recommendation above. Agreed unanimously therefore RESOLVED.

- d. I recommend these matters are considered jointly by the new committee (if formed) and the Asset Management Committee.

It was proposed and seconded to resolve the recommendation above. Agreed unanimously therefore RESOLVED.

**2501.06 CLERKS REPORT:** The report of all ongoing BPC business and activity was provided to members and the public prior to this meeting. Various matters were raised by the clerk and members:

- The clerk added that several site meetings with the Highways Officer may lead to various proposals and/or resolutions in the future, including gully clearing in Luton, possible parking bollards on Fore Street outside the community centre.

For the latter, it was proposed by Cllr. Head, seconded by Cllr. Gateshill, that this idea be supported by the Parish Council in principle, subject to plans, costs and the finer details.  
FOR: 8, ABSTAIN: 2. Therefore carried & RESOLVED.

**2501.07 MEMBERS REPORTS**

- .01 **Cllr. Gill – Police Advocate Scheme** – online zoom meeting. Cllr. Gill summarised the meeting which was hosted by Alison Hernandez and gave a presentation of her plans for the coming year. Several attendees, representing alternative local councils, complained about the general lack of on the ground policing presence, however this feeling was not shared by Cllr. Gill.

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There were two main points he took from the presentation:

1. Parish Councillors and the clerk should sign up to the Devon & Cornwall police alerts; the type of alerts you received and be altered to specific areas. For more info and to sign up visit this webpage: <https://alerts.dc.police.uk/>
2. Victims of Crime, even if not reported to the police, are entitled to victim support. This can be found here: <https://www.victimsupport.org.uk/>  
Or more information here: <https://www.devon-cornwall.police.uk/advice/advice-and-information/victim-support/victim-witness-support/>

- .02 Cllr. Merritt – Devon County Council Meet the Leader event. The leader now being James McInnes, John Hart becoming Chair. During this Cllr. McInnes talked about the upcoming budget restraints for DCC and how this would be handled, devolution, although a lot of the information provided will now be void following the Government's recently published new proposals for devolution. The most common complaint made at the meeting related to Stagecoach buses.
- .03 Cllr. Vooght – Gritting in the neighbouring parish of Ideford – Awaiting communication from a councillor from Ideford PC regarding shared use of the gritter which is currently owner by BPC and Stored in Luton.

**2501.08 PUBLIC PARTICIPATION:**

Mrs. K. Yeo thanked the clerk for her work on the climate action report provided to members.

**THE CHAIR CLOSED THE MEETING AT 20.58**