

# DRAFT MINUTES

## OF THE FULL COUNCIL MEETING

Held at 19.30 Monday 3 November 2025  
At Bishopsteignton Community Centre, Shute Hill



### 2511.01 MEETING GOVERNANCE

- .01 **Attendance:** Cllr. H. Merritt (Chair) Cllr. R. Gill Cllr. J. Grimble  
Cllr. J. Hooper Cllr. L. Myers Cllr. D. Robbins  
Cllr. A. Keohane Cllr. D. Dixon Cllr. R. Gateshill  
Cllr. W. Vooght Cllr. Harris (11/11)  
County Cllr. T. Dempster, Clerk: Mrs. K. Ford, & 9 members of the public.
- Apologies:** District Cllr. A. MacGregor, PCSO. S. Bunce.

- .02 **Declaration of Interests:** Cllr. Grimble declared a non-pecuniary interest for agenda item 2511.03.03. Grant application from Bishopsteignton Twinning, as a member.  
Cllrs. Hooper, Merritt, Myers, and Robbins, declared a non-pecuniary interest in agenda item 2509.04.01.

- .03 **Order of Business:** The chairman proposed the following changes to the running order of the meeting:
- Agenda item 2511.05.01 Pesticide Free Parish Proposal, be transacted first, followed by 2511.05.02 EV Charging Proposal.
  - Agenda item 2511.04.03 Changes to Working Practices shall be moved to part II excluding public and press due to the sensitive nature of this discussion.

- .04 **Ratification of Minutes:** Draft minutes of the Full Council meeting, held at The Old School House, Luton on 01.09.25, 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.

### 2511.05 CLIMATE IMPACT ACTION

- .01 **Pesticide Free Parish Proposal:** Mr. Thomas Collard, Greenspaces Officer for Newton Abbot Town Council (NATC) was welcomed by the chairman and proceeded to give a brief but informative presentation about the pesticide free actions taken in Newton Abbot. He details the alternatives used by their maintenance team including the costs and effectiveness. Several members raised queries which Thomas answered succinctly and offered members the opportunity see in use the array of equipment used by NATC.  
Regardless of which alternative method may be used the principle of becoming, and remaining, pesticide free as a council that manages public land was considered at length, including how this will affect the BPC annual budget, the possibility of voluntary action, and how the council currently manages weed growth in various locations.  
It was proposed by Cllr. Merritt, seconded by Cllr. Hooper, that BPC is fully committed to being a pesticide free council and use this declaration to lead by example to encourage similar action in the community, and beyond. This was agreed unanimously, therefore **RESOLVED**.  
The initial stage will be an audit of where weed management is required and the options available to determine the most suitable method for each location. This can be used to form an action plan and budget.

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This resolution was applauded by an enthusiastic audience who the chairman thanked their participation. *7 members of the public audience left the meeting.*

- .02 **EV Charging Proposal:** Members discussed the proposal brought before them by parishioner and ex-councillor Mr. J. Watson. When considering the already restrictive and limited parking throughout the village, that the streets are not likely to accommodate the charging stations, and the required management of restricted spaces it was unanimously agreed to decline Mr. Watsons proposal at this time. However, to further explain the council's position and to give Mr. Watson the opportunity to hear and discuss the reasons it was agreed for Cllr. Merritt, Robbins, and Keohane to meet with him in due course.

It was also agreed for BPC to actively promote any opportunities to encourage EV charging and the sharing of charging spaces, such as posting information about the Co-charger app via our social media channels. Furthermore, it was agreed for the clerk to write to local businesses with parking space for potential chargers to consider the installation of charging stations.

**2511.02 OFFICIAL REPORTS**

- .01 **Police Report:** Crime reports for October had been provided by PCSO Bunce; this been circulated to members and shared on the BPC website. No further enquiries were raised.
- .02 **District Councillors Report:** Cllr. MacGregor had not provided a written report.
- .03 **County Councillors Report:** Cllr. Dempster had nothing significant to Bishopsteignton to report. He commented that at Devon County Council all focus is on Local Government Reorganisation with DCC proposing the 9:1:1 model.
- The clerk asked Cllr. Dempster for support in ensuring an officer at Public Rights of Way responds regarding the annual grant which is yet to be received. Details to be emailed to Cllr. Dempster.
- A member of the public asked Cllr. Dempster if the DCC Youth Fund still exists

**2511.03 FINANCE**

- .01 **Payments:** It was proposed by Cllr. Keohane and seconded by Cllr. Hooper, agreed unanimously, and therefore RESOLVED that the payments transacted by the clerk across the period 01.09.25 to 31.10.25, be approved retrospectively.
- .02 **Financial Statement:**
- a. A financial statement for the period ending 30.09.25 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 31.10.25 was NOTED by members and signed by the Chair. Clerk to publish these on the BPC website.
- .03 **BPC Grant Funding:** Members considered the two applications received for Q3 grant funding. Following discussion the following awards were proposed:
- a. £300 for Bishopsteignton Pantomime Society. Proposed, seconded, and unanimously agreed therefore RESOLVED.
  - b. £250 for Bishopsteignton Twinning Group. It was proposed by Cllr. Harris, seconded by Cllr. Keohane to grant £250. FOR:8, ABSTAIN: 3, therefore RESOLVED. It was suggested that the

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Twinning group be advised that future applications will be accepted for tangible projects only, rather than refreshments/entertainment for members only.

**2511.04 COUNCIL STRATEGY & GOVERNANCE**

- .01 **Policies:** The following policy has been updated in accordance with any legislative changes for council review. It was proposed, seconded and unanimously agreed to adopt the following: ,
- a. IT policy (P.045)
  - b. Reserves policy (P.008)
- A third policy was reviewed, Complaints Procedure (P.003), however it was considered to need further work before it would be suitable for adoption. Clerk to action and add to a future agenda.
- .02 **Full Council Meeting Dates:** Members considered the schedule which had been circulated by the clerk. Holding the September 2026 meeting in Luton or Bishopsteignton was discussed as in the past 2 years this has happened no residents of Luton were in attendance. Members took a vote to make this decision: Should a meeting be held in Luton? YES: 5, NO: 6, therefore there will not be a meeting in Luton in 2026.
- .03 **Changes to clerks working practice:** Deferred to Part II due to the confidential nature of this discussion.

**2511.06 CLERKS REPORT:** The report on all ongoing BPC business and activity was provided to members and the public prior to this meeting. The following further matters were raised by the clerk and members:

- .01 **BERT:** Cllr. Myers is also a member of BERT and should be added to the mention in the clerk's report. The plan needs to be reviewed, and a meeting of the committee should be held as soon as possible. Grit bins and drains need to be checked and reported to DCC. Meeting and inspections to be arranged, and request copy of the latest draft plan from Mrs. Kirkland. Cllr. Vooght requested help with gritting in Luton, however he does not need to be gritting as often. Clerk will arrange for DCC snow warden alerts to reach him directly.
- .02 **Benches:**
- **Junction of Grandison Avenue/Radway Hill:** Cllr. Dixon reported that, now removed, the bench is much missed asking if the council would consider a replacement. The clerk advised the cost of a replacement could be met using S106 funds. However, it was agreed to ask Bishopsteignton Players initially to see if they wished to donate a replacement.
  - **Postman's Path, picnic bench:** Still there and in a very poor state and therefore considered dangerous to the public. It was agreed that this be removed by a contractor, cost to be met by BPC but added to the P3 annual grant claim.
- .03 **Boundary Stone:** The clerk received an email from a forestry firm recently working at the location informing that the complaint and claim needed to be addressed to Forestry England, at the SW office. Clerk to action.

**2511.07 MEMBERS REPORTS**

- .01 Cllr. Merritt reported that several online briefings have been presented by the higher tiered authorities sharing details of the proposals from each; 9.1.1 from DCC, 4.5.1 from TDC, and the

alternative 4-unitary proposal. This is likely leading to elections in May 2027 and the establishment of new local authorities in April 2028.

- .02 Cllr. Merritt informed the members that the next Teign Estuary Trail meeting is on Friday 7<sup>th</sup> November and a new member representing the Parish Council would be very welcome.

#### **2511.08 PUBLIC PARTICIPATION**

- .01 Scouts Raffle – Mrs. Cawthraw reported that scouts are fundraising for a jamboree trip to Kandersteg, Switzerland in April 2026. For this they are running a Christmas raffle, and books of tickets will be dropped at each house in the village from the end of November.

**The Chair closed part I of the meeting at 21.09 and the public audience left the room.**

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### **PART II**

#### **2511.04 COUNCIL STRATEGY & GOVERNANCE**

- .03 Changes to clerks working practices: The clerk was welcome to stay but declined, but before leaving offered members the chance to ask any questions. Nothing was raised. Members considered the clerk's request for working practices to be adjusted to allow phone calls to be restricted due to the anxiety caused, in part a result of the menopause. It was agreed that the adjustment was in line with the BPC Menopause policy and members unanimously approved the request. Chair to report this decision back to the clerk.

**The chair closed part II of the meeting at 21.12.**