

DRAFT v2 MINUTES

OF THE ANNUAL MEETING OF THE PARISH COUNCIL

HELD AT 19.00 TUESDAY 5 MAY 2026

AT BISHOPSTEIGNTON COMMUNITY CENTRE, SHUTE HILL



AMPC26.01 APPOINTMENTS

.01 Election of a Chair

Cllr. Henry Merritt was nominated to remain chair for the following municipal year. There were no further nominations. This was proposed by Cllr. Gateshill, seconded by Cllr. Grimble and agreed unanimously therefore RESOLVED for Cllr. Merritt to be Chair of BPC. He signed a declaration of acceptance of office for this role, thanked the council.

.02 Election of a Vice Chair

Both Cllr. Robert Gateshill and Cllr. Lewis Myers were nominated as Vice Chair for the following municipal year. There were no further nominations. The nomination for Cllr. Myers was proposed by Cllr. Merritt, seconded by Cllr. Gill, and agreed unanimously therefore RESOLVED for Cllr. Myers to be Vice Chair of BPC. Cllr. Gateshill was thanked for his contributions whilst vice chair.

AMPC26.02 MEETING GOVERNANCE

.01 **Attendance:** Cllr. H. Merritt (Chair) Cllr. R. Gateshill Cllr. R. Gill
Cllr. J. Grimble Cllr. J. Hooper Cllr. A. Keohane
Cllr. D. Dixon (7/10)

Clerk: Mrs. K. Ford, & 4 member of the public at varying times.

Apologies: Cllr. D. Robbins, Cllr. Myers, Cllr. W. Vooght.

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

.03 **Order of Business:** No changes to the agenda were considered necessary.

AMPC26.03 APPOINTMENT OF COMMITTEES & REPRESENTATION

Each committee and its membership was considered, there were minor changes and the committee membership and representations for the year ahead is as shown below:

FINANCE Cllr. Robert Gateshill Cllr. Reg Gill Cllr. June Grimble Cllr. Andy Keohane Cllr. Henry Merritt (C) vacancy	STRATEGY & GOVERNANCE Cllr. Robert Gateshill Cllr. June Grimble Cllr. Lewis Myers Cllr. James Hooper Cllr. Andy Keohane (C) Cllr. Henry Merritt
ASSET MANAGEMENT Cllr. Di Dixon Cllr. Robert Gateshill (C) Cllr. Reg Gill Cllr. June Grimble Cllr. Henry Merritt Cllr. Dave Robbins Cllr. Lewis Myers	PLANNING Cllr. Di Dixon Cllr. Robert Gateshill Cllr. Reg Gill Cllr. June Grimble Cllr. Henry Merritt (C) Cllr. Will Vooght

SIGNED:

DATED:

DRAFT MINUTES - continued

ANNUAL MEETING OF THE PARISH COUNCIL - held 05.05.26

CLIMATE IMPACT ACTION

Cllr. Henry Merritt

Cllr. James Hooper

Cllr. June Grimble

Plus members of the community

BPC REPRESENTATIVES On the following bodies:

BERT: Cllrs. Andrew Keohane, June Grimble, Lewis Myers
& Will Vooght

POLICE LIAISON & COUNCILLOR ADVOCATE: Cllr. Reg Gill

COMMUNITY CENTRE: Cllrs. Henry Merritt & James Hooper

VILLAGE HALL: Cllr. Reg Gill

ST JOHNS FABRIC COMMITTEE: Mrs. Kim Ford (Clerk)

TEIGN ESTUARY TRAIL WORKING PARTY: Cllr. Henry Merritt

DCC HIGHWAYS LIAISON: Cllrs. Henry Merritt & Cllr Dave Robbins

REMEMBRANCE WORKING PARTY: Cllrs. Henry Merritt & Cllr Dave Robbins

All committees remain as listed above. It was suggested that the vacancy on the Finance Committee be filled by Cllr. Myers, being vice chair of BPC. Clerk to arrange. Cllr. Gill added that a newly co-opted councillor will be able to join any committee they wish.

AMPC26.04 COUNCIL GOVERNANCE

The following policies which have been reviewed, there were no legislative changes recommended. It was proposed, seconded and unanimously agreed to adopt with immediate effect:

1. BPC Standing Orders (P. 001)
2. Councillors Code of Conduct (P. 016)
3. BPC Financial Regulation (P. 012)
4. Risk Management Schedule 2026-27 (P. 014)

AMPC26.05 PAYMENT AUTHORISATION

Members considered the schedule of regular payments to be made across the year, as provided. It was proposed by Cllr. Keohane, seconded by Cllr. Grimble, agreed unanimously and therefore RESOLVED to approve. Chair signed the schedule.

THE CHAIR CLOSED THE MEETING AT 19.22

SIGNED:

DATED:

DRAFT MINUTES

OF THE FULL COUNCIL MEETING

Held at 19.25 Monday 5 May 2026

At Bishopsteignton Community Centre, Shute Hill



2605.01 MEETING GOVERNANCE

.01 **Attendance:** Cllr. H. Merritt Cllr. D. Dixon Cllr. R. Gateshill
Cllr. R. Gill Cllr. J. Grimble Cllr. J. Hooper
Cllr. A. Keohane (7/10)
PCSO. S. Bunce – arrived at 20.10, left at 20.25, approximately.
Clerk: Mrs. K. Ford,
& 4 members of the public at varying times.

Apologies: Cllr. D. Robbins, Cllr. Myers & Cllr. W. Vooght (3/10)

Absent, no apologies: District Cllr. A. MacGregor, County Cllr. T. Dempster

- .02 **Declaration of Interests:** Cllr. Hooper for agenda item 2605.06 Highways as the location referred to is adjacent to his property, as listed on his declaration of interests.
- .03 **Order of Business:** Agenda item 2605.09 Public Participation shall be moved to the meeting after 2605.02 Member Co-option, to allow members of the public to raise queries prior to the full council meeting.
- .04 **Ratification of Minutes:** Draft minutes of the Full Council meeting, held on 02.03.26, 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.

2605.02 MEMBER CO-OPTION

- .01 Three application for co-option had been received before the deadline. The clerk confirmed the eligibility of each candidate.
It was proposed by Cllr. Merritt, seconded by Cllr. Grimble that the co-option be deferred to an extraordinary meeting, date to be arranged, where all candidates and all councillors are present. This was unanimously agreed, therefore **RESOLVED**. Clerk to arrange a meeting and advise all councillors and candidates accordingly.

2605.09 PUBLIC PARTICIPATION

- .01 A member of the public raised concerns over the recent ground works in the field between the Coombes Road East and the A380, opposite Wear Farm. It was established this land is not within the parish of Bishopsteignton, it is Kingsteignton. Enquiries were raised with our District Councillor, Cllr. A. Macgregor and he is investigating. Planning permission has been granted for agricultural buildings however during the planning process an ecological survey was not provided. Cllr. Merritt to raise this with Cllr. MacGregor for an update.
- .02 A member of the public asked if an update on the situation with the property known as Higher Green, Fore Street. As this has been vacant for at least 18 months. The clerk will email TDC Housing department for an update, Cllr. Merritt to raise the issue with Cllr. MacGregor.
- .03 A member of the public wished to commend BPC on all its endeavours and the time committed to make the parish a great place to live however felt this was not publicised well enough and that most parishioners do not understand what the council do. He felt that parishioner deserved to know more about the decisions being made and the outcome of all BPC deliberations; perhaps

through members giving reports in the Parish Chronicle or social media. He gave examples of other local council reaching out to their parishioners via newsletters and articles in local publications. It was agreed that communication should be improved and that this matter required further consideration at a future meeting.

2605.03 OFFICIAL REPORTS

.01 **Police Report:** PCSO. Bunce had provided a written crime reports for April which had been circulated to members and included in the appendix pack for this meeting.

PCSO. Bunce indicated that the continuation of monthly PACT session was under threat, so it was important to continue to promote these to parishioners.

He indicated an increase in theft from farms such as hand tools such as petrol strimmers and chainsaws (easy to transport), quad bikes (stolen to order), etc. To farms and other similar businesses forensic marks is available. Owners to make contact with PCSO. Bunce for further details.

.02 **District Councillors Report:** Cllr. MacGregor had provided the following written report:

- Update on EHRC Code of Practice for services, public functions and associations. This follows on from the judgement provided by the UK Supreme Court in respect of definitions for the purposes of the Equality Act 2010, in favour of 'For Women Scotland'

That judgment specified that for the purposes of the Act, the terms man and woman (men and boys, women and girls) were defined as biological sex – male and female.

Teignbridge received an update from the Legal Team at the LGA regarding the Equality and Human Rights Commission (EHRC) Code of Practice, which is as follows:

"Dear Colleagues,

We refer to the above matter and our last update of 25th September 2025. You will recall that the EHRC submitted a draft update of its Code of Practice for services, public functions and associations to the Minister for Women and Equalities, on 4 September 2025. The EHRC recently received feedback on the updated Code from the UK government.

"Dr Mary-Ann Stephenson, Chair of the Equality and Human Rights Commission, said:

"Progress is being made towards accurate and up-to-date guidance on the Equality Act 2010 being available to service providers, associations and those exercising public functions. The UK government recently provided us with a narrow set of comments on the draft Code of Practice we submitted in September. Having considered this feedback alongside consultation responses and further legal analysis, we have made adjustments where they help the Code provide legally accurate, practical guidance that is useful to duty bearers"

Questions were raised in the House of Lords Chamber session hearing yesterday, 14 April 2026, at which Dr Stephenson was present, about when the revised Code will be laid in Parliament. The government responded that it will be laid in Parliament following the 6 May 2026 local government elections.

- Memorial Service for Cllr Mike James. Since the last meeting Dawlish South Councillor Mike James passed away and his funeral and service are on 11th May 2026 at St Agatha's Church in Dawlish. He had been a councillor previously and some may know him.
- Renters Rights come into effect on the 1st May 2026. Landlords who were contemplating evictions using existing frameworks had until the close of play on the 30th April to lodge intent with the tenant. Any eviction that follows from that must be carried out by the 20th July 2026 or the eviction lapses. We are awaiting detailed explanations of all the implications for landlords and tenants, and I have asked for

Draft MINUTES - continued
FULL COUNCIL MEETING - held 05.05.26

information on specifically 'Landlord in residence' situations – where a room is rented in a home or someone is 'sofa-surfing' at a friends or family member's home.

- Slow progress on the assets at present. The district is still looking at transferring some toilets and other cost-based assets. We've been reminded that we are not to get involved in any negotiations with third parties or on behalf of third parties.
- The Household Support Fund is effectively closed as of today (Thursday 30th April) A new Crisis and Resilience Fund is expected, but as of this report, there is no indication of when it is available from. The HSF provided short term support for household emergency financial difficulty encountered by householders.
- The Government have sent a letter stating the Government's aim to improve health using high street locations. As yet details on that and how it is to be achieved are not available, however it does fly in the face of the NHS withdrawal from exactly these kinds of projects in Teignmouth and Newton Abbot in the last 4 years.
- Food and Drink cartons, known as Tetrapaks are now being collected as part of kerbside recycling collections. These are to be placed in the black recycling tubs. It is a soft launch due to the capacity issues at the depot, but once that is resolved there will be a more broad-based system.
- The Local Plan has been brought forward for adoption for May's Full Council meeting. As a reminder, changes to policy mean the subsequent new Local Plan preparation has already commenced and will reflect the higher targets expected by the Government.
- I have lodged a motion to have TDC apply to Natural England to have the Teign Estuary declared a national landscape. It'll help with developing the new local plan.
- There are to be a number of changes to the constitution at TDC. One that might be worth noting is that any member of the parish wants to lodge a question, the deadline now is 5 working days prior to the meeting (it used to be 3 working days).

.03 County Councillors Report: Cllr. Dempster had not provided a written or verbal report.

2605.04 FINANCE

.01 Payments:

It was proposed, seconded, agreed unanimously, and therefore **RESOLVED** that the payments transacted by the clerk across the period 01.03.26 to 30.04.26, be approved retrospectively.

.02 Financial Statements:

- a. A financial statement for the period ending 31.03.26 was NOTED by members and signed by the Chair.
- b. A financial statement including virement report for BPC funds at 01.04.26 was NOTED by members and signed by the Chair.
- c. A financial statement for the period ending 30.04.26 was NOTED by members and signed by the Chair.

.03 BPC Grant Awarding:

Members considered applications received for the first quarter of 2026-27. Following discussion members proposed, seconded, and resolved the grants as detailed below:

Applicant	Amount requested & purpose	Amount awarded
Friends of the River Teign	£500 Water quality testing	£500 From NL Climate Action earmarked fund.

DATED:

CHAIRMAN:

Draft MINUTES - continued
FULL COUNCIL MEETING - held 05.05.26

Bishopsteignton Scouts	£500 Kanderstag jamboree 2027	£500
Bishopsteignton Village Hall	£500 Radiation covers	£300
Total Awarded		£1,300

It was proposed, seconded and unanimously agreed that £300 should be transferred from general reserves and earmarked for further grants across the year.

2605.05 COUNCIL STRATEGY & GOVERNANCE

- .02 **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, subject to the correction of minor clerical errors and some sentence structure:
- Risk Management Policy (P.039)
 - Internal Controls Policy (P.040)
 - Scheme of Delegation (P.011)

2605.06 HIGHWAYS

Members consider the plans indication extensions to double yellow lines (DYL) on Teignview Road to the junction with Manor Road/Berry Hill, and on Fore Street, opposite the raised pavement adjacent to no. 1. It was agreed that these were necessary to discourage inconsiderate parking, thus avoiding congestion and enable access for emergency vehicles, larger deliveries and the country bus service.

It was proposed by Cllr. Keohane, seconded by Cllr, Merritt that these be approved and forwarded to the DCC Neighbourhood Highways officer and Devon County Councillor, Cllr. Dempster, for their consideration and submission to the Teignbridge Highways and Traffic Orders Committee (HATOC). FOR: 6, AGAINST:0, ABSTAIN: 1 (due to a disclosable pecuniary interest).

Cllr. Gill raised concerns again about the lack of DYL at the bottom of Church Road, off the junction with Newton Road. The clerk explained that this was not considered necessary by the highways officer, following discussion in February. As indicated in the Highway Code rule 243 you should not park within 10 metres (32 feet) of a junction, to ensure visibility and safety. While often advisory, this rule can be enforced however in Bishopsteignton no enforcement is ever made.

It was suggested that DYL on the bend south of St Johns church would be beneficial. This was briefly considered, however it was agreed to contact the church wardens to suggest restrictions marker by temporary cones are used when a larger than normal attendance is expected, such as weddings and funerals.

Cllr. Gateshill questioned the removal of the marked disabled bays outside the Alms houses and the Post office as discussed during our highways meeting in February. Clerk to chase officers for an update.

- 2605.07 CLERKS REPORT:** An up-to-date report on all ongoing BPC business and activity had been circulated to members and published prior to the meeting. The following enquiry was raised:

***Draft* MINUTES - continued**
FULL COUNCIL MEETING - held 05.05.26

Defibrillators: Cllr. Gill had heard, although not directly, that Bishopsteignton HLG may have in mind to install more defibrillators around the village, despite the council's resolution that no further units are required or could be funded. The clerk had not been informed as such but would make enquiries.

2605.08 MEMBERS REPORTS: Nothing to report.

The Chair closed the meeting at 21.16

DRAFT MINUTES

OF THE FULL COUNCIL MEETING

Held at 19.00 Monday 1 June 2026
At Bishopsteignton Community Centre, Shute Hill



2606.01 MEETING GOVERNANCE

.01 **Attendance:** Cllr. H. Merritt Cllr. D. Dixon Cllr. R. Gateshill
Cllr. R. Gill Cllr. J. Grimble Cllr. J. Hooper
Cllr. Myers Cllr. D. Robbins Cllr. W. Vooght (arrived at 7.09pm)
(9/10)
PCSO. S. Bunce, District Cllr. A. MacGregor.
Clerk: Mrs. K. Ford, & 4 members of the public at varying times.

Apologies: Cllr. A. Keohane (1/10). County Cllr. T. Dempster.

.02 **Declaration of Interests:** None

.03 **Order of Business:** No changes proposed.

2606.0X POLICE REPORT

PCSO Bunce provided a verbal report, to be emailed and circulated in due course. In the parish during the month of May there were 9 crimes, of which 3 were at the same place/same time. Cllr. Myers raised the recent incidents involving electric scooters and the accident caused near in Humber. PCSO Bunce said this was on the rise with more reports coming in. The police are keen to hear any information which can be shared particularly if it helps identify the riders. Cllr. Robbins raised the report from last month of the theft of tools from Wear Farm. PCSO Bunce reported that unfortunately this has resulted in no arrests due to elapsed time and the case was not managed efficiently.

2606.02 MEMBER CO-OPTION

.01 Three application for co-option had been received before the deadline. The clerk confirmed the eligibility of each candidate. The Chairman welcomed all 3 applicants to give a brief introduction. Councillors asked several general questions.
It was proposed by Cllr. Merritt, seconded by Cllr. Hooper, that Mr. Eric Newcome be co-opted to BPC. FOR: 9, AGAINST: 2. There were no further proposals. Therefore RESOLVED.

.02 The other candidates were thanked for their interest and time and reminded of the election in May 2027 where if still interested they may apply again via electoral services at Teignbridge District Council.
Cllr. Newcome signed his declaration of acceptance of office and was welcomed to join the council with immediate effect.

2606.03 FINANCE

.01 **BPC Annual Accounts & Annual Governance & Accountability Return (AGAR):**
The annual accounting and auditing documents were considered. It was proposed for approval by Cllr. Myers, seconded by Cllr. Grimble (FOR: 9, ABSTAIN: 1. Therefore RESOLVED) that the following be ratified:
a. Acknowledged receipt of the Annual Internal Audit report 2025/26 (page 3 of 6).

- b. The Annual Governance Statement 2025/26 (page 4 of 6) was acknowledged and ratified as a true and correct record, and this was signed by the meeting Chair.
 - c. The Accounting Statement 2025/26 (page 5 of 6) was acknowledged and ratified as a true and correct record, and this was signed by the meeting Chair.
- All to be submitted by the clerk to the external auditor for examination.

.02 Community Infrastructure Levy Allocation:

Members considered an allocation of CIL for Bishopsteignton Preschool and Friends of Bishopsteignton School towards replacement of their play equipment. It was proposed by Cllr. Gateshill, seconded by Cllr. Gill to allocate £5,000 of CIL towards this project. Agreed unanimously therefore RESOLVED.

District Cllr. MacGregor advised Teignbridge District Council are about to being an overhaul of much of their play equipment and that it could be beneficial for the fundraisers to liaise with David Eaton for possible donations of redundant play pieces. Clerk to pass on this advice.

2606.04 COUNCIL STRATEGY

.01 Asset transfers from Teignbridge District Council:

The clerk provided a brief update to support the report circulated prior to the meeting. Cllr. Myers, having been in contact with TDC during the clerks leave, gave a brief overview of the expense figures associated with each site, as far as could be provided.

It was agreed far more detail was required before decisions could be reached along with legal advice, until such time all offer assets would be considered.

It was proposed by Cllr. Merritt, seconded by Cllr. Grimble, that a working party be formed to take this forward. Members to be Cllr. Myers, Newcombe, Gateshill and Vooght; to be chaired by Cllr. Myers. Agreed unanimously therefore RESOLVED.

2606.05 DISTRICT COUNCILLORS REPORT:

Cllr. MacGregor had provided the following written report:

The Local Plan was adopted in full as presented at the recent Annual Full Council Meeting. This includes both the continuation of the Bakers Yard Development and the newer allocation of 55 homes at Forder Lane. The new Local Plan remains a plan for developers as previously stated, but it has strengthened policies in relation to the environment, climate change and active travel. The next Local Plan will start to be drawn up from July. It will need to be completed within 30 months. It will likely see some policies merged and reduced in number to simplify the planning system further.

The bad news is that Central Government has introduced the Planning and Development Act 2025 which was given Royal Assent in December 2025 (when everyone was distracted by Christmas...) and as of the 30 September 2026 there are changes to the call in process. This is now restricted only to developments of 10 or more houses. Residential extensions, new builds in gardens, roof changes etc can no longer be called to committee. These will only be dealt with by delegated officer decision. The Parish Council and members of the public can make their views known (the PC will retain its role as statutory contributor), but that is as far as the ability to challenge will be allowed pre-decision. There will be opportunities to request judicial review, if you feel a decision is out-with the correct process or has not had the correct scrutiny from the officer, but that is a lengthy and costly route to take. The decisions are not challenged merely the process. No costs can be recovered. In future only the large developments (10 or more homes), only two individuals will be allowed to recommend call-ins to

Draft MINUTES - continued
FULL COUNCIL MEETING - held 01.06.26

committee. That is to be the Chief Planning Officer and the Planning Committee Chair. Any application called in will need both to agree on the need. Any application of 150 houses or more that officers wish to reject, must now be decided by the whim of the Secretary of State and the decision is removed from officers. I believe this erosion of democratic participation is appalling and take a contrary view to that of the Liberal Democrat administration that it will help streamline the planning process. Their reasons for backing it are about remove scrutiny from their actions.

There are to be some structural changes in the district council that sees the enforcement team for planning merged with the other enforcement teams. This is hopefully positive, as this has been an area of some concern. If I was to advise the Parish, it might be necessary to take a more interested approach to the applications, the conditions and whether developers or builders are ignoring these and involve enforcement where appropriate. The independent group have asked for training for Parishes and the new structure to be sent to Parishes and DALC at the earliest opportunity.

The NPPF is also changing more often these days and officers will be date listing the versions they used for any application going forward. Changes will be notified to planning committee members, but I think it would be helpful to pass this to parish and towns too.

The vagaries of the planning system currently though are encapsulated in the unexpected development of the agricultural land adjacent to Ware Barton roundabout. It appears that the application to build was not put to the Parish Council or Kingsteignton Town Council but was rather passed as a permitted development within the scope of planning regulations relevant to agriculture. It is process that planning officers have little or no say in either, other than to confirm the development doesn't exceed the maximums allowed or contravene policies in the Local Plan. It's almost impossible to refuse these plans. I understand that the same applicant is likely to put in an application for two cattle sheds too. These do fall into the planning application process and will go through the normal processes (see above point about planning committee changes if submitted after 30th September)

July 16th is the planned date for Govt to let us know which of the options they have decided upon as the way forward for Local Government Reform. This will guide us what the new unitary authorities will look like, what the likely number of councillors are, and the number of electors required for each. In any event looking at the options, it is unlikely that Bishopsteignton will remain a single electoral ward in its own right, probably having to merge with a neighbouring ward to west or east (I can't see the ward being made cross estuary). As far as I can discern, further information was requested from the Dept for Local Govt that matches the model going forward that was recommended by the district 5-4-1 (we'd be in the '4' alongside Torbay, West Devon and South Hams which keeps the Dartmoor NP in one unitary authority area). That said, I think we will have to wait and see what the preference is in Westminster.

This is as relevant to Parishes and Towns as it is to the Councillors the District and administration they attempted to blame for their own issues. Freedom of Speech is a subject covered in a recently noted report. The report (although it applies the comment to matters that were not relevant) stated that Freedom of Speech is a qualified right under the terms of Article 10 of the Human Rights Act 1998. Here are the stated legal principles in the Act.

*<https://www.legislation.gov.uk/ukpga/1998/42/schedule/1/part/I/chapter/9> Here is a solicitor's views " **The Fundamental Right:** There is a reason that freedom of speech and expression is part of our Human Rights Act 1998 – it is a fundamental right. As British citizens we have the right to express ourselves freely without fear of persecution from others, this is not the case in some countries. It is one of our fundamental rights and is viewed as the building block of our society and democracy. There*

Draft MINUTES - continued
FULL COUNCIL MEETING - held 01.06.26

is a specific responsibility with this right because there are exceptions to this Act. If you are found to be publishing documents or making comments that are intended to spark any hatred or discrimination, it will be viewed as a hate crime. This is when your right can be restricted and can potentially be charged in a criminal court."

It does restrict debate or scrutiny. Questions that to some that may offend them, are not covered unless noted previously. As the UK High Court has noted they do not state that people have a right not to be offended. Advice here is keep the debate civil even in times when the debate might be robust.

Register of Interests - no longer a need to note your home address for public access. Not sure if that applies to Parishes and towns.

As it is adjacent to the ward and some members utilise it, just a quick note that Broadmeadow Sports Centre has been shortlisted for two awards.

The EHRC has completed the approvals process with Govt and have finalised the much needed clarity in their guidance for those bodies providing single sex services. The guidance is here.

<https://www.equalityhumanrights.com/media-centre/ehrc-concludes-regulatory-action-single-sex-space-policies>

The Councillor Community Fund is still closed awaiting the outcome of the election in Dawlish. I have one application in and approved to date. Payment will occur after the restrictions end.

Parish Clerks are to be issued another email explicitly called 'Teignbridge Directory' which will list the right contact emails by department. Not sure when but suspect by end June.

Several of these points were discussed briefly for clarity and Cllr. MacGregor was thanked for his time.

The Chair closed the meeting at 20.41



101 Non Emergency SignLive Non Emergency (BSL video relay)
999 Emergency 999 Non Emergency Text 67101 (Deaf only)
dc.police.uk 999 BSL Emergency (BSL video relay)
dc.police.uk/webchat Text 999 (Deaf only - must pre-register at
www.emergencysms.org.uk)

Neighbourhood Police Report

Bishopsteignton Parish Council Meeting

1st July 2026.

The Parish of Bishopsteignton is served by the Neighbourhood Police team working out of Teignmouth Police station.

This area is part of the Coastal and Rural sector and has the beat code. JG3J

The team is led by Inspector Sean Roper who is the sector inspector, Sergeant Abigail Bratcher is the Neighbourhood Team Leader.

PC Ben Chadwick is the Neighbourhood Beat Manager and PCSO Saul Bunce are your local neighbourhood police team.

In the period, **1st June 2026 to the 30th June 2026**, there were 5 recorded offences in the Bishopsteignton area, made to the Police.

Dog attack 2

Fraud and forgery 1

Vehicle crime (theft of Moped) 1

Stalking (non domestic violence) 1

1. From the discussions taking place around LGR: Elections - At a recent briefing on the Local Government Re-organisation, when polled, attendees said they were in favour of aligning parish and town elections with the new authority which means that in 2027, the elections of Parish and Town Councillors would be for a 5-year period rather than the current 4. I would hope that they poll the parishes and towns but haven't heard any plans yet.
2. At this stage there is a setting council tax model, but as it stands at present there appears to be no identified route to establishing parity across bandings by town or parish.
3. On a national level and this will apply to the whole of England. The Vagrancy Act has been repealed, which decriminalises rough sleeping. This might impact numbers but as yet, this is unclear. The number of rough sleepers is static over the last 12 months or so across the District.
4. Back to local information. TDC will have by now (24th June) issued their 'Notice of Intention to commence preparations for a new local plan'
5. On the 16th July we expect a clarification on the direction of travel for the planned LGR. In any event it is likely the voter numbers to councillor ratio will be set at a minimum of 4500:1. This means Bishopsteignton current ward boundaries are likely to be expanded to include parts of other current wards. No indication yet to the direction. I suspect Parish and Towns will remain as they are, but whoever is lucky enough to be chosen by residents will have meetings by Bishopsteignton PC and one other location at least to attend.

Andrew MacGregor

Councillor for Bishopsteignton Ward

Tel: [07947 325037](tel:07947325037)



BISHOPSTEIGNTON PARISH COUNCIL

App J: CLERKS REPORT OF GENERAL UPDATES 09.07.26

GENERAL ADMINISTRATION/GOVERNANCE

TEIGNBRIDGE LOCAL PLAN: New Local Plan 2029-2044

TDC are preparing a new Local Plan to guide how Teignbridge will grow and develop between 2029 and 2044.

Although the [Teignbridge Local Plan 2020–2040 has recently been adopted](#), they are required by Government to begin a new plan straight away because national policy has changed, including how housing need is calculated.

The first step in preparing the new plan is to publish a 'notice to commence'. This can be found [Local Plan 2029-2044 - Teignbridge District Council](#)

The next stage in the process will be to complete a scoping consultation, which will look at what the plan should contain and how they will engage with stakeholders. This will take place in September and October.

TDC Disposable Assets List: The BPC working party have met once and agreed a list of essential information required from officers at the district council. Some info has just been provided but more is required. Communication with the Estates officers at TDC will continue until we have a much clearer picture of the implications, enough to share with full council for some decisions to be made.

STRATEGY & GOVERNANCE: Community Infrastructure Delivery Plan: we are required to have a plan in place for potential infrastructure improvement projects in the parish, particularly those with allocated CIL or S106 spend. Draft has been prepared and reviewed by S&G Committee; TDC officers are offering support with this preparation. Public consultation is the next stage and is ongoing.

Civility & Respect Project & Pledge: <https://www.nalc.gov.uk/our-work/civility-and-respect-project>
Once the S&G Committee have completed a review of policies this opportunity can be considered by this committee. It will be worth making the pledge to support our future application for Local Council Award Scheme.

By signing the Pledge, your council is agreeing that the council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that it:

- Has put in place a training programme for councillors and staff (*training record prepared, to be shared and updated regularly.*)
- Has signed up to the Code of Conduct for councillors *Done*
- Has good governance arrangements in place including staff contracts (*to be reviewed*) and a dignity at work policy (*Prepared for adoption – July 2026*)
- Will seek professional help at the early stages should civility and respect issues arise
- Will commit to calling out bullying and harassment if and when it happens
- Will continue to learn from best practices in the sector and aspire to be a role model/champion council through for example the Local Council Award Scheme
- Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate

LOCAL COUNCIL AWARD SCHEME: The current application program is open, however we are not currently eligible to apply as we do not have 2/3 of members elected rather than co-opted. I will see what the 2027 election brings.

CLERKS REPORT Cont'd - GENERAL UPDATE 09.07.26

ENGLISH DEVOLUTION AND COMMUNITY EMPOWERMENT ACT 2026: This act, given royal assent in April 2026, needs to be reviewed for the impact on Town & Parish Councils. A summary has been provided, see following appendix.

AGE-FRIENDLY TOWN & PARISH GUIDE: A recent publication needs to be reviewed to see if there are any improvements BPC can put in place around the parish and with our processes. (copy attached).

REMEMBRANCE: Working towards 2026 events by submitting the road closure application to DCC Highways. Awaiting response.

TDC TOWN & PARISH CHARTER: Now adopted by TDC executive committee, it is hoped this Town & Parish Charter will be used to improve the working relationship and understand expectations in both directions. Available to view here... [Teignbridge Town and Parish Charter - November 2025](#)
Also awaiting receipt of a directory of contact at TDC.

BISHOPSTEIGNTON COMMUNITY CENTRE LEASE: The council currently have a lease agreement with BCC but this will need to be revised as BH will be the lessor to BPC. This is progressing and all the associated legal fees will be split 3 ways including our independent check of the documents by Tozers, when the time comes.

CONTRACT OF EMPLOYMENT: The template model contract has been revised. This is in line with the latest employment law and your statutory requirements as an employer as well as changes coming in January 2027 (to probation period, but I'd like to think I passed that!).
This will apply to any new contract of employment i.e. new staff. It is not necessary to change existing contracts of current staff, i.e. me! However, changes can be made in consultation so I will prepare a report of recommendations for a future meeting of the full council. When the matter can be discussed in closed session. Should be looked at prior to signing the Civility & Respect Pledge.

BISHOPSTEIGNTON EMERGENCY RESILIENCE: Meeting well overdue, to be arranged for early August. Currently no chair for this committee. Vice chair is Elaine Cawthraw. Councillor members are Cllrs. Myers, Vooght & Grimble. The plan must be reviewed before adoption by the full council. Trying to find a simplified version of this and the processes in place for any emergency.
Jon Watson is still the community Snow Warden, supported by Cllr. Vooght covering Luton and another volunteer snow warden from Ideford PC to work with Will.

DELIVERING RURAL AFFORDABLE HOUSING –Our Housing Need Survey should be redone and the report updated accordingly, last carried out 2018/19. This is an essential part of the Bishopsteignton Neighbourhood Development Plan which can now start as the 2020-2040 Teignbridge Local Plan is now approved/adopted.

FINANCES:

Annual Governance & Accountability Return (AGAR) – The 2025-26 audit has now been submitted to the external auditor. Awaiting response; due any time before end September 2026.

PARISH ASSET MAINTENANCE

War Memorial – As thanks for the financial support it was agreed a small sign be erected by the War Memorial to state the project had been supported by Bishopsteignton Heritage, with a QR code to their website. Clerk to arrange. No action taken yet.

The ground and wall featuring the War Memorial requires so work as the mortar is crumbling away. A quote for this work was requested and that contractor appointed to the work. Awaiting response for timescale.

CLERKS REPORT Cont'd - GENERAL UPDATE 09.07.26

Cemetery – Ongoing tasks:

- **Improve plot marking** – to ensure straight rows and correct numbering. This has been considered and action is planned although not yet taken. Diagrams of the plots are being prepared.
- **Memorial Trees** – over the past few years various native trees have been added, as memorials. The space for new trees in the cemetery is becoming limited, so any requests will be directed to The Lawns, if acceptable to the donors.
- **Sunken Graves** – Due the unpredictable soil conditions and rainfall some new graves are sinking, when noticed or notified a contractor is instructed promptly. The cost of this will be met using the burial account.
- **Theft or Removal of Memorial Ornaments** – There have been no further reports of stolen items, and PCSO Bunce has not reported any unusual activity at the Parish Cemetery

St Johns Churchyard – Ongoing tasks:

- Pathway: BGS have completed phase 1 of improvements to the footpath at the rear of the church. Phase 2 will have to wait until a 2026/27 budget is in place. Church committee aware.
- SWW are proposing installation of a overflow tank in Sanctuary field (off Church Road, below the churchyard). Awaiting the application at TDC planning. Liaising with a contact at SWW for public consultation and reassurance when the time comes.

Playgrounds:

Regular inspections: Several remedial works have been required in bi-monthly inspections. The annual RoSPA inspection took place in March. Any works recommended in the report will be actioned accordingly.

BPC Car Parks – The three car parks owned and managed by BPC, being both sides at the top of Bishops Avenue and the one at the Lawns, require some suitable signage and a policy for use to be adopted. This is a task delegated to the Asset Management Committee & Clerk for further consideration/preparation. No further action has been taken yet.

A contractor has cleared overgrowth which obscures the 'no night-time parking' sign on the Bishopsteignton House wall. A second sign to be ordered imminently.

MUGA :

- **Teignmouth Tennis Club** – Returned in April 2026 playing every Monday and Thursday evenings through to September.
- **Walking Football** – Run by HLG and using the MUGA once a week. They are thinking of introducing a Walking Rugby session soon.

Surface & court enhancements: ongoing, various quotes requested but limited response to date, not enough to base any new decisions on. Both walking football and Tennis club advised accordingly.

It may be best to see how the asset transfer possibilities with TDC progress as if Michaels Field is a viable option for a new MUGA. All to be considered fully when costing/permissions, etc are available from TDC.

Due to the delay TTC wish to have the court markings renewed and are seeking quotes for this. I have consulted a contractor on chemical free cleaning and removal of moss, awaiting quote.

Dog Waste Bin – New Request: I have contacted the relevant officer at TDC requesting a new dog waste bin on Cockhaven Road. Awaiting response.

CLERKS REPORT Cont'd - GENERAL UPDATE 09.07.26

Noticeboards/Signage – At the Community Centre. Replacements are long overdue. I'm working with James, as BCC Chair, to design new permanent signage for the community centre, designs and quotes to be shared for consultation once ready.

Both external noticeboards at the centre need replacing soon. An older board has been refurbished but installation delayed until BCC works commence.

Benches/Picnic Tables - A full inspection was carried out in 2025 by Cllrs. Gateshill, Grimble & Merritt. A schedule of work has been drawn up, Cllr. Myers is leading on the mission to get this work carried out, either using volunteers, or contractors where required.

Public Rights of Way:

- **Access to The Lawns via The Drive:** The owner of Stone Lodge is willing to have a new path built on BPC land which allows pedestrians to access the Lawns more directly but still using the Newton Road side of his land. A contractor has been appointed but on hold as TDC have advised a Certificate of Lawfulness is required. This project is not a priority but this may change when a housing application is received or S106 agreements with developers are reached.
- **Annual PROW Condition Assessment** – Again, this was conducted by 1st Bishopsteignton Scouts earlier this year. They carried out a thorough assessment and a litter pick. Results have reported to DCC, however still awaiting annual grant for 2025/26. Awaiting payment.

Defibrillators:

- A team of volunteers are regular inspecting the units for condition and updating The Circuit.
- There has been no resolution to the relocation of the unit at Old Walls, but it is not forgotten. If a solution arises, I'll share the information.

Four Parish Boundary Stone: Flail damage to both the granite stone and wooden bench, caused by the forestry commission (FC) contractors working on the site needs to be rectified. All liaison with the FC is now being handled by Ideford PC, with regular updates. So far, the FC have purchased a replacement bench as well as a second bench to enhance the area. Ideford PC have engaged a contractor to engrave the new granite plinth, ready for FC installation. No update received recently.

CLIMATE & ECOLOGICAL ACTION

Climate Impact Action Committee – The committee are meeting regularly and discussing various topics. Thanks to the three wildlife Wardens for all their effort including arrangement of monthly wildlife talks for the parish.

The upcoming talks are as follows:

July	10th at Shute Fruit Wild Night Out.
August	Break for summer 10 th Q&A session with MP Martin Wrigley
September	?
October	Date TBC Cookery demonstration focussing on plant-based food and local produce.
November	14 th Matt Neale, Bats and Biodiversity in Bishop
December	Date TBC Eco friendly Christmas Dec workshop

Other themed talks to be scheduled might include Sewage in the River Teign, moths in the churchyard.

Community Weeding Together - I have scheduled the second Friday of each month for pesticide free weeding in the community, where needed most, to be decided by the group. High-Vis and some tools provided. Please consider attending. The next session is Friday 14 August, 10am.

CLERKS REPORT Cont'd - GENERAL UPDATE 09.07.26

Bishop Nature Station - The Seed Swap phone kiosk has been decorated; and shelving installed. The wildlife wardens have made it look great now displaying wildlife friendly gardening information and seeds to swap and a soft launch on social media. We need to plan an official opening/launch for this community asset.

Plastic Free Communities – Sadly, no action taken, I was hoping a member of CIA will take a lead on this project to get us over the finish line to achieve this status. This will include regular public events such as litter picking the estuary, public info sessions/talks.

FOR INFO:

FURTHER MEETINGS/EVENTS – FOR INFORMATION/TO BE ARRANGED:

- **PACT:** (Police & Community Together): 10.30am Thursday 23 July 2026. The Old Commercial.
- **CIA Committee Meeting:** 3pm Monday 27 July 2026, BCC.
- **Next Full Council Meeting:** 7pm, Monday 7 September 2026, BCC.
- **CIA PEB Assembly with MP Martin Wrigley:** Time TBC Monday 10 August 2026. BCC.
- **Strategy & Governance Committee Meeting:** 7pm Monday 17 August 2026. BCC.
- **Asset Management Committee Meeting:** TBC

TRAINING/NETWORKING OPPORTUNITIES:

- **Staying safe in person as a councillor - LGA Training :** 2.00pm-3.30pm Tuesday 14 July 2026. Online sign up here [Local Government Association](#)
- **Heritage Issues and the Planning System - DALC Training:** 6.30pm to 8.15pm Monday 28 September 2026 Zoom £42 book via the clerk.
- **DALC AGM & Annual Training Seminar:** 10am to 4pm Wednesday 7 October 2026, Exeter racecourse, £50 book via the clerk.
- **Biodiversity: Practical measures to enhance wildlife and address recent legislation - DALC training:** 6.30pm to 8.30pm Thursday 19 November 2026 Zoom £42 book via the clerk.

Should any councillor take advantage of any training or networking opportunities please report the details to the clerk so this can be records in a CPD record.

My working week comprises 25 hours. To contact me directly please email or send a text or WhatsApp message. I will aim to respond promptly by email, message or phone call.

Regular contactable hours include 10am to 4pm on Tuesday, Wednesday & Thursday.

I will also be at the Community Centre, in person, on the 3rd Tuesday of each month at 10 -12, next being Tuesday 21 July.

In case I have missed anything off this update report, please just ask!

Kim

Bishopsteignton Parish Council

PAYMENTS LIST 01/05/26 to 30/06/26 for retrospective approval

VN	Code	Date	Description	Supplier	Net	VAT	Total
22	Fore St Toilets - Cleaning	01/05/2026	Toilet Cleaning Contract	P. Walton	257.50		257.50
22	Lawns: Toilets & MUGA - Cleaning	01/05/2026	Toilet Cleaning Contract	P. Walton	171.67		171.67
23	IT General & Reserve	01/05/2026	Website hosting	Dot Combo	57.50		57.50
24	Grants 26-27	07/05/2026	Grant	Bishopsteignton Village Hall	300.00		300.00
25	IT General & Reserve	06/05/2026	Admin/IT	Very Good Email Co	17.88	3.58	21.46
26	Grants 26-27	07/05/2026	Grant	1st Bishopsteignton Scouts	500.00		500.00
27	Climate Impact Actions	07/05/2026	Grant	Freinds of the River Teign	500.00		500.00
28	Burial Ground	07/05/2026	Cemetery Maintenance	Kate Eco Gardening	160.00		160.00
29	BCC Rent & service charge	07/05/2026	Office Rent	Bishop CC	711.60		711.60
30	MUGA Income & Resurfacing Reserve	07/05/2026	MUGA/Floodlights Maintenance	Amazon	26.11	5.22	31.33
31	Insurance	07/05/2026	Insurance	Zurich Munciple	2,629.99		2,629.99
32	Tidy Village (Weeding, etc)	11/05/2026	Weeding equipment	The Range	19.96		19.96
33	Admin Costs	12/05/2026	BPC Mobile Phone contract	EE	17.00	3.40	20.40
34	Audit	13/05/2026	Admin/IT	Lee Accounting SW Ltd	215.00	43.00	258.00
35	Fore St Toilets - Utilities	14/05/2026	Utilities	Everflow Ltd	26.95		26.95
36	IT General & Reserve	14/05/2026	Admin/IT	PDF SAM	41.53	8.32	49.85
37	Burial Ground	15/05/2026	Greenspaces Contract	BGS Ltd	528.00	105.60	633.60
37	Green Spaces Contract	15/05/2026	Greenspaces Contract	BGS Ltd	705.00	141.00	846.00
37	St John's Churchyard	15/05/2026	Greenspaces Contract	BGS Ltd	413.00	82.60	495.60
37	P3	15/05/2026	Greenspaces Contract	BGS Ltd	50.00	10.00	60.00
37	Playground Reserve	15/05/2026	Greenspaces Contract	BGS Ltd	78.75	15.75	94.50
38	Fore St Toilets - Maint.	15/05/2026	General Maintenance	Get Composting	115.97		115.97
39	Lawns Toilets & MUGA - Utilities	26/05/2026	Utilities	British Gas	21.04	1.05	22.09
40	Employee Tax	29/05/2026	Tax & NICs	HMRC	249.60		249.60
40	Employee NIC	29/05/2026	Tax & NICs	HMRC	99.88		99.88
40	Employer NIC	29/05/2026	Tax & NICs	HMRC	281.92		281.92
41	Net Salary	29/05/2026	Clerks Salary	Mrs. K Ford	1,797.71		1,797.71
42	Employee Pension	29/05/2026	Pension Contributions	DCC Pension Fund	149.27		149.27
42	Employer Pension	29/05/2026	Pension Contributions	DCC Pension Fund	502.93		502.93
43	Burial Ground	29/05/2026	Cemetery Maintenance	Mark Hutchins	150.00		150.00
44	Admin Costs	29/05/2026	Bank Charges	Lloyds	4.25		4.25
45	Fore St Toilets - Cleaning	01/06/2026	Toilet Cleaning Contract	P. Walton	257.50		257.50
45	Lawns: Toilets & MUGA - Cleaning	01/06/2026	Toilet Cleaning Contract	P. Walton	171.67		171.67
46	IT General & Reserve	01/06/2026	Website hosting	Dot Combo	57.50		57.50
47	Fore St Toilets - Utilities	01/06/2026	Utilities	British Gas	54.58	2.73	57.31
48	IT General & Reserve	08/06/2026	Email hosting	Very Good Email Co	17.88	3.58	21.46
49	Lawns Toilets & MUGA - Utilities	08/06/2026	Utilities	South West Water Ltd	33.98		33.98
50	2025 Annual Parish Meeting	09/06/2026	Clerks Expenses	Mrs. K Ford	121.94		121.94
50	2024-2025 Recognition Awards	09/06/2026	Clerks Expenses	Mrs. K Ford	30.00		30.00
51	Burial Ground	09/06/2026	reservation plot marker	Williams & Triggs	37.50	7.50	45.00
52	Training - Clerk	09/06/2026	Clerks Expenses	Mrs. K Ford	42.75		42.75
53	Admin Costs	12/06/2026	BPC Mobile Phone contract	EE	17.00	3.40	20.40
54	Training - Clerk	12/06/2026	Clerks Expenses	Mrs. K Ford	9.50		9.50
55	Burial Ground	15/06/2026	Greenspaces Contract	BGS Ltd	528.00	105.60	633.60
55	Green Spaces Contract	15/06/2026	Greenspaces Contract	BGS Ltd	705.00	141.00	846.00
55	St John's Churchyard	15/06/2026	Greenspaces Contract	BGS Ltd	413.00	82.60	495.60
55	P3	15/06/2026	Greenspaces Contract	BGS Ltd	50.00	10.00	60.00
55	Playground Reserve	15/06/2026	Greenspaces Contract	BGS Ltd	78.75	15.75	94.50
56	Fore St Toilets - Utilities	15/06/2026	Utilities	Everflow Ltd	167.06		167.06
57	CIL	15/06/2026	CIL	Friends of Bishopsteignton School	5,000.00		5,000.00
58	Tree Care: Watering & Inspections	18/06/2026	Emergency Tree Work	DTG Trees & Grounds	300.00	60.00	360.00
59	Net Salary	26/06/2026	Clerks Salary	Mrs. K Ford	1,797.71		1,797.71
60	Employee Tax	26/06/2026	Tax & NICs	HMRC	249.60		249.60
60	Employee NIC	26/06/2026	Tax & NICs	HMRC	99.88		99.88
60	Employer NIC	26/06/2026	Tax & NICs	HMRC	281.92		281.92
61	Employee Pension	26/06/2026	Pension Contributions	DCC Pension Fund	149.27		149.27
61	Employer Pension	26/06/2026	Pension Contributions	DCC Pension Fund	502.93		502.93
62	Lawns Toilets & MUGA - Utilities	26/06/2026	Utilities	British Gas	19.19	0.96	20.15
63	Fore St Toilets - Utilities	29/06/2026	Utilities	British Gas	23.50	1.18	24.68
64	Admin Costs	29/06/2026	Bank Charges	Lloyds	4.25		4.25
					22,021.87	853.82	22,875.69

On behalf of Bishopsteignton Parish Council, I approve the debts detailed above which were paid from Bishopsteignton Parish Council funds, that these transactions were carried out by the Clerk & RFO of Bishopsteignton Parish Council, in accordance with previous resolutions and obligations of the Parish Council.

CHAIR: _____ DATE: _____



BISHOPSTEIGNTON PARISH COUNCIL

FINANCIAL STATEMENT At 31.05.26

1. BALANCES

Lloyds Community Account	51719.33	
Lloyds 32-day Notice Account	81209.02	
Lloyds Instant Access Savings Account	21534.08	
Hinckley & Rugby Deposit Account	80000.00	
Bank Balance at 31.05.26	234462.43	as bank reconciliation on page 2
of which Restricted/Earmarked Funds (detailed below, less burial account charge)	219680.46	93.7% of Bank balance
CONTINGENCY BALANCE AVAILABLE /UNRESTRICTED FUNDS	14781.97	6.3% of Bank balance

2. RESERVES - Restricted/Earmarked Funds

Burial Account	103210.92	Bishopsteignton Cemetery use only
Staff costs	13432.88	Staff salary, Employer NI & Pension contributions
Administration costs	16489.39	Office/admin cost, election, IT & car park reserves
Events	598.10	Includes VE Day 80th, APM, recognition awards
Asset Management	36138.07	budgets & reserves for management of all assets
Agency Grants	-1906.83	P3 grant (Parish Pathway Partnership with DCC)
BERT/Emergency Resilience	1655.70	For Emergency resilience & Snow Warden
Grant Awarding Funds	500.00	Under GPC of Localism Act 2011
Monies held in Trust	559.62	Bishopsteignton Luncheon Club
	420.96	Sustainable Bishop
Community Infrastructure Levy	47474.59	Spend must meet criteria, deadlines for spend
Section 106 Balance	0.00	Balance of monies claimed/spend to be claimed
2021 Climate Action Grant	2130.61	Climate action projects
2020 TE&CP Grant balance	119.70	For litter-picking the Estuary Foreshore
VAT	-1143.25	Balance of VAT payments & receipts
TOTAL	219680.46	

3. BANK RECONCILIATION (next page)

SIGNED

DATED 13.07.26

Bishopsteignton Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/05/2026		
	Cash in Hand 01/04/2026		197,315.03
	ADD Receipts 01/04/2026 - 31/05/2026		57,600.12
	SUBTRACT Payments 01/04/2026 - 31/05/2026		254,915.15
			20,452.72
	Cash in Hand 31/05/2026 (per Cash Book)		234,462.43
B	Cash in hand per Bank Statements		
	Petty Cash 31/05/2026	0.00	
	Community Account Lloyds 31/05/2026	51,719.33	
	Savings Lloyds 31/05/2026	21,534.08	
	90 day Deposit Account Hinckley & 31/05/2026	80,000.00	
	32 day Deposit Account Lloyds 31/05/2026	81,209.02	
			234,462.43
	Less unrepresented payments		
			234,462.43
	Plus unrepresented receipts		
	Adjusted Bank Balance		234,462.43
	A = B Checks out OK		



BISHOPSTEIGNTON PARISH COUNCIL

FINANCIAL STATEMENT At 30.06.26

1. BALANCES

Lloyds Community Account	42783.17	
Lloyds 32-day Notice Account	81340.85	
Lloyds Instant Access Savings Account	21542.63	
Hinckley & Rugby Deposit Account	80000.00	
Bank Balance at 30.06.26	225666.65	as bank reconciliation on page 2
of which Restricted/Earmarked Funds (detailed below, less burial account charge)	210744.30	93.4% of Bank balance
CONTINGENCY BALANCE AVAILABLE /UNRESTRICTED FUNDS	14922.35	6.6% of Bank balance

2. RESERVES - Restricted/Earmarked Funds

Burial Account	105365.42	Bishopsteignton Cemetery use only
Staff costs	10351.57	Staff salary, Employer NI & Pension contributions
Administration costs	16340.51	Office/admin cost, election, IT & car park reserves
Events	446.16	Includes Remembrance, APM, recognition awards
Asset Management	33913.84	budgets & reserves for management of all assets
Agency Grants	-1956.83	P3 grant (Parish Pathway Partnership with DCC)
BERT/Emergency Resilience	1655.70	For Emergency resilience & Snow Warden
Grant Awarding Funds	500.00	Under GPC of Localism Act 2011
Monies held in Trust	559.62	Bishopsteignton Luncheon Club
	420.96	Sustainable Bishop
Community Infrastructure Levy	42474.59	Spend must meet criteria, deadlines for spend
Section 106 Balance	0.00	Balance of monies claimed/spend to be claimed
2021 Climate Action Grant	2130.61	Climate action projects
2020 TE&CP Grant balance	119.70	For litter-picking the Estuary Foreshore
VAT	-1577.55	Balance of VAT payments & receipts
TOTAL	210744.30	

3. BANK RECONCILIATION (next page)

SIGNED

DATED 13.07.26

Bishopsteignton Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 30/06/2026		
	Cash in Hand 01/04/2026		197,315.03
	ADD Receipts 01/04/2026 - 30/06/2026		60,460.50
	SUBTRACT Payments 01/04/2026 - 30/06/2026		257,775.53
			32,108.88
	Cash in Hand 30/06/2026 (per Cash Book)		225,666.65
B	Cash in hand per Bank Statements		
	Petty Cash 30/06/2026	0.00	
	Community Account Lloyds 30/06/2026	42,783.17	
	Savings Lloyds 30/06/2026	21,542.63	
	90 day Deposit Account Hinckley & 30/06/2026	80,000.00	
	32 day Deposit Account Lloyds 30/06/2026	81,340.85	
			225,666.65
	Less unrepresented payments		
			225,666.65
	Plus unrepresented receipts		
	Adjusted Bank Balance		225,666.65
	A = B Checks out OK		



BISHOPSTEIGNTON PARISH COUNCIL

DIGNITY AT WORK POLICY (P. 046)

Bishopsteignton Parish Council (BPC) believes that civility and respect are important in the working environment, and expect all councillors, officers and the public to be polite and courteous when working for, and with the council.

Purpose

BPC is committed to creating a working environment where all council employees, councillors, contractors and others who come into contact with us in the course of our work, are treated with dignity, respect and courtesy. We aim to create a workplace where there is zero tolerance for harassment and bullying

In support of this objective, BPC intend to sign up to the Civility Pledge, as a commitment to civility and respect in our work, and politeness and courtesy in behaviour, speech, and in the written word. Further information about the Civility and Respect Pledge is available [NALC](#) & [SLCC](#). *Once signed up this paragraph will be updated.*

BPC recognise that there is a continuum where unaddressed issues have the potential to escalate and become larger, more complex issues and this policy sets out how concerns will be managed however the emphasis of this policy is on resolution and mediation where appropriate, rather than an adversarial process.

This document:

- explains how we will respond to complaints of bullying or harassment;
- ensures that we respond sensitively and promptly; and,
- supports our employees in ensuring their behaviour does not amount to bullying and/or harassment.

Scope

This policy covers bullying and harassment of and by the clerk and all employees engaged to work at BPC. Should agency staff, or contractors have a complaint connected to their engagement with BPC this should be raised to their nominated contact, manager, or the Chair of the Council, in the first instance. Should the complaint be about the chair of the council the complaint should be raised to the vice chair.

Agency staff, or contractors are equally expected to treat council colleagues, and other representatives and stakeholders with dignity and respect, and the council may terminate the contract, without notice, where there are suspicions of harassment or bullying.

Complaints about other employment matters will be managed under the council's grievance policy (P.018).

It is noted that the management of a situation may differ depending on who the allegations relate to (e.g. employees, contractor, councillor), however, the council will take appropriate action if any of its employees are bullied or harassed by employees, councillors, members of the public, suppliers or contractors.

The position on bullying and harassment

All staff and council representatives are entitled to dignity, respect and courtesy within the workplace and to not experience any form of discrimination. BPC will not tolerate bullying or harassment in our workplace or at work-related events outside of the workplace, whether the conduct is a one-off act or repeated course of conduct, and whether harm is intended or not. Neither will we tolerate retaliation against, or victimisation of, any person involved in bringing a complaint of harassment or bullying. You should also be aware that, if you have bullied or harassed someone (e.g. physical violence, harassment), in some circumstances the treatment may amount to a crime punishable by a fine or imprisonment.

BPC expect all representatives of the council to treat each other with respect and uphold the values of the code of conduct, equality opportunities policy, and all other policies and procedures set by the Council.

BPC expect everyone to demonstrate respect by listening and paying attention to others, having consideration for other people's feelings, following protocols and rules, showing appreciation and thanks, and being kind.

Allegations of bullying and harassment will be treated seriously. Investigations will be carried out promptly, sensitively and, as far as possible, confidentially. See the grievance policy for further details regarding the process. Employees and others who make allegations of bullying or harassment in good faith will not be treated less favourably as a result.

False accusations of harassment or bullying can have a serious effect on innocent individuals. Staff and others have a responsibility not to make false allegations. While BPC will assume that all complaints of bullying and harassment are made in good faith, in the event that allegations are found to be malicious or vexatious the person raising the complaint may be subject to action under the council's disciplinary procedure.

Harassment

- Where a person is subject to uninvited conduct that violates their dignity, in connection with a protected characteristic
- Behaviour that creates a hostile, humiliating, degrading or similarly offensive environment in relation to a protected characteristic

Bullying

- Behaviour that leaves the victim feeling threatened, intimidated, humiliated, vulnerable or otherwise upset. It does not need to be connected to a protected characteristic.

What Type of Treatment amounts to Bullying or Harassment?

'Bullying' or 'harassment' are phrases that apply to treatment from one person (or a group of people) to another that is unwanted and that has the effect of violating that person's dignity or creating an intimidating, hostile, degrading, humiliating, or offensive environment for that person.

Examples of bullying and harassment include:

- Physical conduct ranging from unwelcome touching to serious assault
- Unwelcome sexual advances
- The offer of rewards for going along with sexual advances e.g. promotion, access to training
- Threats for rejecting sexual advances
- Demeaning comments about a person's appearance
- Verbal abuse or offensive comments, including jokes or pranks related to age, disability, gender re-assignment, marriage, civil partnership, pregnancy, maternity, race, religion, belief, sex or sexual orientation
- Unwanted nicknames, especially related to a person's age, disability, gender re-assignment, marriage, civil partnership, pregnancy, maternity, race, religion, belief, sex or sexual orientation
- Spreading malicious rumours or insulting someone
- Lewd or suggestive comments or gestures
- Deliberate exclusion from conversations, work activities or social activities.
- Withholding information a person needs in order to do their job
- Practical jokes, initiation ceremonies or inappropriate birthday rituals
- Physical abuse such as hitting, pushing or jostling
- Rifling through, hiding or damaging personal property
- Display of pictures or objects with sexual or racial overtones, even if not directed at any particular person
- Isolation or non-cooperation at work

- Subjecting a person to humiliation or ridicule, belittling their efforts, whether directly and / or in front of others
- The use of obscene gestures
- Abusing a position of power

Bullying and harassment can occur through verbal and face to face interactions, but can also take place through sharing inappropriate or offensive content in writing or via email and other electronic communications and social media.

It is important to recognise that conduct which one person may find acceptable, another may find totally unacceptable and behaviour could be harassment when the person had no intention to offend. We all have the right to determine what offends us. Some behaviour will be clear to any reasonable person that it is likely to offend – for example sexual touching. Other examples may be less clear, however, you should be aware that harassment will occur if behaviour continues after the recipient has advised you that the behaviour is unacceptable to them.

Harassment can also occur where the unwanted behaviour relates to a perceived characteristic (such as offensive jokes or comments based on the assumption someone is gay, even if they are not) or due to their association with someone else (such as harassment related to their partner having a disability for example). See BPC Equality and Diversity Policy (P.029)

All employees must, therefore, treat their colleagues with respect and appropriate sensitivity and should feel able to challenge behaviour that they find offensive even if it is not directed at them.

It is important to recognise that bullying does not include appropriate criticism of an employee's behaviour or effective, robust performance management. Constructive and fair feedback about your behaviour or performance from your manager or colleagues/Councillors is not bullying. It is part of normal employment and management routines, and should not be interpreted as anything different.

Victimisation

Victimisation is subjecting a person to a detriment because they have, in good faith, complained (whether formally or otherwise) that someone has been bullying or harassing them or someone else, or supported someone to make a complaint or given evidence in relation to a complaint. This would include isolating someone because they have made a complaint or giving them a heavier or more difficult workload.

Provided that you act in good faith, i.e. you genuinely believe that what you are saying is true, you have a right not to be victimised for making a complaint or doing anything in relation to a complaint of bullying or harassment and the council will take appropriate action to deal with any alleged victimisation, which may include disciplinary action against anyone found to have victimised you.

Making a complaint that you know to be untrue, or giving evidence that you know to be untrue, may lead to disciplinary action being taken against you.

Reporting Concerns

What you should do if you feel you are being bullied or harassed by a member of the public or supplier (as opposed to a colleague)

If you are being bullied or harassed by someone with whom you come into contact at work, please raise this with your nominated manager in the first instance or, with the clerk/or a councillor. Any such report will be taken seriously, and we will decide how best to deal with the situation, in consultation with you.

What you should do if you feel you are being bullied or harassed by a councillor: If you are being bullied or harassed by a councillor, please raise this with the clerk/chief officer or the chair of the council in the first instance. They will then decide how best to deal with the situation, in consultation with you. There are two possible avenues for you, informal or formal. The Informal Resolution is described below. Formal concerns regarding potential breaches of the Councillors Code of Conduct must be investigated by the Monitoring Officer.

The council will consider reasonable measures to protect your health and safety. Such measures may include a temporary change in duties or change of work location, not attending meetings with the person about whom the complaint has been made etc.

What you should do if you witness an incident you believe to harassment or bullying: If you witness such behaviour you should report the incident in confidence to the clerk/chief officer or a councillor. Such reports will be taken seriously and will be treated in strict confidence as far as it is possible to do so.

What you should do if you are being bullied or harassed by another member of staff: If you are being bullied or harassed by a colleague or contractor, there are two possible avenues for you, informal or formal. These are described below.

Informal resolution

If you are being bullied or harassed, you may be able to resolve the situation yourself by explaining clearly to the perpetrator(s) that their behaviour is unacceptable, contrary to the council's policy and must stop. Alternatively, you may wish to ask the clerk/chief officer, your nominated manager or a colleague to put this on your behalf or to be with you when confronting the perpetrator(s).

If the above approach does not work or if you do not want to try to resolve the situation in this way, or if you are being bullied by your own nominated manager, you should raise the issue with the chair of the council. (If your concern relates to the chair, you should raise it with the chair of the personnel/staffing committee). The chair (or another appropriate person) will discuss with you the option of trying to resolve the situation informally by telling the alleged perpetrator, without prejudicing the matter, that:

- there has been a complaint that their behaviour is having an adverse effect on a member of the council staff
- such behaviour is contrary to our policy

- for employees, the continuation of such behaviour could amount to a serious disciplinary offence

It may be possible for this conversation to take place with the alleged perpetrator without revealing your name, if this is what you want. The person dealing with it will also stress that the conversation is confidential.

In certain circumstances we may be able to involve a neutral third party (a mediator) to facilitate a resolution of the problem. The chair (or another appropriate person) will discuss this with you if it is appropriate.

If your complaint is resolved informally, the alleged perpetrator(s) will not usually be subject to disciplinary sanctions. However, in exceptional circumstances (such as extremely serious allegation or in cases where a problem has happened before) we may decide to investigate further and take more formal action notwithstanding that you raised the matter informally. We will consult with you before taking this step.

Raising a formal complaint

If informal resolution is unsuccessful or inappropriate, you can make a formal complaint about bullying and harassment through the council's grievance procedure. You should raise your complaint to the clerk/chief officer or the chair of the council. A formal complaint may ultimately lead to disciplinary action against the perpetrator(s) where they are employed.

The clerk/chief officer or the chair of the council will appoint someone to investigate your complaint in line with the grievance policy. You will need to co-operate with the investigation and provide the following details (if not already provided):

- The name of the alleged perpetrator(s),
- The nature of the harassment or bullying,
- The dates and times the harassment or bullying occurred,
- The names of any witnesses and
- Any action taken by you to resolve the matter informally.

The alleged perpetrator(s) would normally need to be told your name and the details of your grievance in order for the issue to be investigated properly. However, we will carry out the investigation as confidentially and sensitively as possible. Where you and the alleged perpetrator(s) work in proximity to each other, we will consider whether it is appropriate to make temporary adjustments to working arrangements whilst the matter is being investigated.

Where your complaint relates to potential breaches of the Councillors Code of Conduct, these will need to be investigated by the Teignbridge District Council Monitoring Officer. The council will consider any adjustments to support you in your work and to manage the relationship with the councillor the allegations relate to, while the investigation proceeds.

Investigations will be carried out promptly (without unreasonable delay), sensitively and, as far as possible, confidentially. When carrying out any investigations, we will ensure that individuals' personal data is handled in accordance with the data protection policy.

The council will consider how to protect your health and wellbeing whilst the investigation is taking place and discuss this with you. Depending on the nature of the allegations, the Investigator may want to meet with you to understand better your complaint (see the grievance policy for further information, and details of your right to be accompanied).

After the investigation, a panel will meet with you to consider the complaint and the findings of the investigation in accordance with the grievance procedure. At the meeting you may be accompanied by a fellow worker or a trade union official.

Following the conclusion of the hearing the panel will write to you to inform you of the decision and to notify you of your right to appeal if you are dissatisfied with the outcome. You should put your appeal in writing explaining the reasons why you are dissatisfied with the decision. Your appeal will be heard under the appeal process that is described in the grievance procedure.

The use of the Disciplinary Procedure

If at any stage from the point at which a complaint is raised, we believe there is a case to answer and a disciplinary offence might have been committed, we will instigate our disciplinary procedure. We will keep you informed of the outcome.

This is a non-contractual policy and procedure which will be reviewed from time to time.



BISHOPSTEIGNTON PARISH COUNCIL

EQUALITY AND DIVERSITY POLICY (P.029)

Our commitment	2
The law	2
Types of unlawful discrimination	2
Equal opportunities in employment	3
Dignity at work	4
People not employed by the council	4
Training	4
Your responsibilities	5
Grievances	5
Monitoring and review	5

Our commitment

Bishopsteignton Parish Council is committed to providing equal opportunities in employment and to avoiding unlawful discrimination.

This policy is intended to assist the council to put this commitment into practice. Compliance with this policy should also ensure that employees do not commit unlawful acts of discrimination.

Striving to ensure that the work environment is free of harassment and bullying and that everyone is treated with dignity and respect is an important aspect of ensuring equal opportunities in employment.

The law

It is unlawful to discriminate directly or indirectly in recruitment or employment because of age, disability, sex, gender reassignment, pregnancy, maternity, race (which includes colour, nationality, caste and ethnic or national origins), sexual orientation, religion or belief, or because someone is married or in a civil partnership. These are known as "protected characteristics".

Discrimination after employment may also be unlawful, e.g. refusing to give a reference for a reason related to one of the protected characteristics.

The council will not discriminate against or harass a member of the public in the provision of services or goods. It is unlawful to fail to make reasonable adjustments to overcome barriers to using services caused by disability. The duty to make reasonable adjustments includes the removal, adaptation or alteration of physical features, if the physical features make it impossible or unreasonably difficult for disabled people to make use of services. In addition, service providers have an obligation to think ahead and address any barriers that may impede disabled people from accessing a service.

Types of unlawful discrimination

Direct discrimination is where a person is treated less favourably than another because of a protected characteristic.

In limited circumstances, employers can directly discriminate against an individual for a reason related to any of the protected characteristics where there is an occupational requirement. The occupational requirement must be crucial to the post and a proportionate means of achieving a legitimate aim.

Indirect discrimination is where a provision, criterion or practice is applied that is discriminatory in relation to individuals who have a relevant protected characteristic such that it would be to the detriment of people who share that protected characteristic compared with people who do not, and it cannot be shown to be a proportionate means of achieving a legitimate aim.

Harassment is where there is unwanted conduct, related to one of the protected characteristics (other than marriage and civil partnership, and pregnancy and maternity) that has the purpose or effect of violating a person's dignity; or creating an intimidating, hostile, degrading, humiliating or offensive environment. It does not matter whether this effect was intended or not by the person responsible for the conduct.

Associative discrimination is where an individual is directly discriminated against or harassed for association with another individual who has a protected characteristic.

Perceptive discrimination is where an individual is directly discriminated against or harassed based on a perception that they have a particular protected characteristic when they don't, in fact, have that protected characteristic.

Third-party harassment occurs where an employee is harassed and the harassment is related to a protected characteristic, by third parties.

Victimisation occurs where an employee is subjected to a detriment, such as being denied a training opportunity or a promotion because they made or supported a complaint or raised a grievance under the Equality Act 2010, or because they are suspected of doing so. However, an employee is not protected from victimisation if they acted maliciously or made or supported an untrue complaint.

Failure to make reasonable adjustments is where a physical feature or a provision, criterion or practice puts a disabled person at a substantial disadvantage compared with someone who does not have that protected characteristic and the employer has failed to make reasonable adjustments to enable the disabled person to overcome the disadvantage.

Equal opportunities in employment

The council will avoid unlawful discrimination in all aspects of employment including recruitment, promotion, opportunities for training, pay and benefits, discipline and selection for redundancy.

Recruitment

Person and job specifications will be limited to those requirements that are necessary for the effective performance of the job. Candidates for employment or promotion will be assessed objectively against the requirements for the job, taking account of any reasonable adjustments that may be required for candidates with a disability. Disability and personal or home commitments will not form the basis of employment decisions except where necessary.

Working practices

The council will consider any possible indirectly discriminatory effect of its standard working practices, including the number of hours to be worked, the times at which these are to be worked and the place at which work is to be done, when considering requests for variations to these standard working practices and will refuse such requests only if the council considers it has good reasons, unrelated to any protected characteristic, for doing so. The council will comply with its obligations in relation to statutory requests for contract variations. The council will also make reasonable adjustments to its standard working practices to overcome barriers caused by disability.

Equal opportunities monitoring

The council will monitor the ethnic, sex/gender and age composition of the existing workforce and of applicants for jobs (including promotion), and the number of people with disabilities within these groups, and will consider and take any appropriate action to address any problems that may be identified as a result of the monitoring process.

The council treats personal data collected for reviewing equality and diversity in accordance with the data protection policy. Information about how data is used and the basis for processing is provided in the council's privacy notices.

Dignity at work

The council has a separate dignity at work policy (P.046) concerning issues of bullying and harassment on any ground, and how complaints of this type will be dealt with.

People not employed by the council

The council will not discriminate unlawfully against those using or seeking to use the services provided by the council.

You should report any bullying or harassment by suppliers, visitors or others to the council who will take appropriate action.

Training and prevention

The council will raise awareness of equal opportunities to those likely to be involved in recruitment or other decision making where equal opportunities issues are likely to arise.

The council will raise awareness of all staff engaged to work at the council to help them understand their rights and responsibilities under the dignity at work policy and what they can do to help create a working environment free of bullying and harassment.

Your responsibilities

Every employee is required to assist the council to meet its commitment to provide equal opportunities in employment and avoid unlawful discrimination. Employees can be held personally liable as well as, or instead of, the council for any act of unlawful discrimination. Employees who commit serious acts of harassment may be guilty of a criminal offence.

Acts of discrimination, harassment, bullying or victimisation against employees or customers are disciplinary offences and will be dealt with under the council's disciplinary procedure (P.017). Discrimination, harassment, bullying or victimisation may constitute gross misconduct and could lead to dismissal without notice.

Grievances

If you consider that you may have been unlawfully discriminated against, you should use the council's grievance procedure to make a complaint. If your complaint involves bullying or harassment, the grievance procedure is modified as set out in the dignity at work policy.

The council will take any complaint seriously and will seek to resolve any grievance that it upholds. You will not be penalised for raising a grievance, even if your grievance is not upheld, unless your complaint is both untrue and made in bad faith.

Monitoring and review

This policy will be monitored periodically by the council to judge its effectiveness and will be updated in accordance with changes in the law. In particular, the council will monitor the treatment and outcomes of any complaints of harassment, sexual harassment or victimisation we receive to ensure that they are properly investigated and resolved, those who report or act as witnesses are not victimised, repeat offenders are dealt with appropriately, cultural clashes are identified and resolved and workforce training is targeted where needed; the ethnic and gender composition of the existing workforce and of applicants for jobs (including promotion), and the number of people with disabilities within these groups, and will review its equal opportunities policy in accordance with the results shown by the monitoring. If changes are required, the council will implement them.

Information provided by job applicants and employees for monitoring purposes will be used only for these purposes and will be dealt with in accordance with relevant data protection legislation.

This is a non-contractual procedure which will be reviewed from time to time.

<i>Date of policy:</i>	<i>July 2026</i>
<i>Approving committee:</i>	<i>Full Council</i>
<i>Date of committee meeting:</i>	<i>13.07.26</i>
<i>Policy version reference:</i>	<i>v.01</i>
<i>Policy effective from:</i>	<i>with immediate effect</i>
<i>Date for next review:</i>	<i>July 2028, or when statutory regulations change.</i>

BISHOPSTEIGNTON PARISH COUNCIL

COMMITTEES

DRAFT Updated July 2026

FINANCE Cllr. Robert Gateshill Cllr. Reg Gill Cllr. June Grimble Cllr. Henry Merritt (C) Cllr. Lewis Myers	STRATEGY & GOVERNANCE Cllr. Robert Gateshill Cllr. June Grimble Cllr. James Hooper Cllr. Henry Merritt Cllr. Lewis Myers
ASSET MANAGEMENT Cllr. Di Dixon Cllr. Robert Gateshill (C) Cllr. Reg Gill Cllr. June Grimble Cllr. Henry Merritt Cllr. Dave Robbins Cllr. Lewis Myers	PLANNING Cllr. Di Dixon Cllr. Robert Gateshill Cllr. Reg Gill Cllr. June Grimble Cllr. Henry Merritt (C) Cllr. Will Vooght Cllr. Eric Newcombe
CLIMATE IMPACT ACTION Cllr. Henry Merritt Cllr. James Hooper Cllr. June Grimble + co-opted parishioners	ASSET TRANSFER working party Cllr. Lewis Myers (C) Cllr. Eric Newcombe Cllr. Will Vooght Cllr. Robert Gateshill

BPC REPRESENTATIVES

BERT: Cllrs. June Grimble, Will Vooght & Lewis Myers
+ co-opted parishioners

POLICE LIAISON & COUNCILLOR ADVOCATE: Cllr. Reg Gill

COMMUNITY CENTRE: Cllrs. Henry Merritt & James Hooper

VILLAGE HALL: Cllr. Reg Gill

ST JOHNS FABRIC COMMITTEE: Mrs. Kim Ford (Clerk)

TEIGN ESTUARY TRAIL WORKING PARTY: Cllr. Henry Merritt +1 vacancy

DCC HIGHWAYS LIAISON: Cllrs. Henry Merritt & Cllr Dave Robbins



BISHOPSTEIGNTON PARISH COUNCIL

App J: CLERKS REPORT OF GENERAL UPDATES 09.07.26

GENERAL ADMINISTRATION/GOVERNANCE

TEIGNBRIDGE LOCAL PLAN: New Local Plan 2029-2044

TDC are preparing a new Local Plan to guide how Teignbridge will grow and develop between 2029 and 2044.

Although the [Teignbridge Local Plan 2020–2040 has recently been adopted](#), they are required by Government to begin a new plan straight away because national policy has changed, including how housing need is calculated.

The first step in preparing the new plan is to publish a 'notice to commence'. This can be found [Local Plan 2029-2044 - Teignbridge District Council](#)

The next stage in the process will be to complete a scoping consultation, which will look at what the plan should contain and how they will engage with stakeholders. This will take place in September and October.

TDC Disposable Assets List: The BPC working party have met once and agreed a list of essential information required from officers at the district council. Some info has just been provided but more is required. Communication with the Estates officers at TDC will continue until we have a much clearer picture of the implications, enough to share with full council for some decisions to be made.

STRATEGY & GOVERNANCE: Community Infrastructure Delivery Plan: we are required to have a plan in place for potential infrastructure improvement projects in the parish, particularly those with allocated CIL or S106 spend. Draft has been prepared and reviewed by S&G Committee; TDC officers are offering support with this preparation. Public consultation is the next stage and is ongoing.

Civility & Respect Project & Pledge: <https://www.nalc.gov.uk/our-work/civility-and-respect-project>
Once the S&G Committee have completed a review of policies this opportunity can be considered by this committee. It will be worth making the pledge to support our future application for Local Council Award Scheme.

By signing the Pledge, your council is agreeing that the council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that it:

- Has put in place a training programme for councillors and staff (*training record prepared, to be shared and updated regularly.*)
- Has signed up to the Code of Conduct for councillors *Done*
- Has good governance arrangements in place including staff contracts (*to be reviewed*) and a dignity at work policy (*Prepared for adoption – July 2026*)
- Will seek professional help at the early stages should civility and respect issues arise
- Will commit to calling out bullying and harassment if and when it happens
- Will continue to learn from best practices in the sector and aspire to be a role model/champion council through for example the Local Council Award Scheme
- Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate

LOCAL COUNCIL AWARD SCHEME: The current application program is open, however we are not currently eligible to apply as we do not have 2/3 of members elected rather than co-opted. I will see what the 2027 election brings.

CLERKS REPORT Cont'd - GENERAL UPDATE 09.07.26

ENGLISH DEVOLUTION AND COMMUNITY EMPOWERMENT ACT 2026: This act, given royal assent in April 2026, needs to be reviewed for the impact on Town & Parish Councils. A summary has been provided, see following appendix.

AGE-FRIENDLY TOWN & PARISH GUIDE: A recent publication needs to be reviewed to see if there are any improvements BPC can put in place around the parish and with our processes. (copy attached).

REMEMBRANCE: Working towards 2026 events by submitting the road closure application to DCC Highways. Awaiting response.

TDC TOWN & PARISH CHARTER: Now adopted by TDC executive committee, it is hoped this Town & Parish Charter will be used to improve the working relationship and understand expectations in both directions. Available to view here... [Teignbridge Town and Parish Charter - November 2025](#)
Also awaiting receipt of a directory of contact at TDC.

BISHOPSTEIGNTON COMMUNITY CENTRE LEASE: The council currently have a lease agreement with BCC but this will need to be revised as BH will be the lessor to BPC. This is progressing and all the associated legal fees will be split 3 ways including our independent check of the documents by Tozers, when the time comes.

CONTRACT OF EMPLOYMENT: The template model contract has been revised. This is in line with the latest employment law and your statutory requirements as an employer as well as changes coming in January 2027 (to probation period, but I'd like to think I passed that!).
This will apply to any new contract of employment i.e. new staff. It is not necessary to change existing contracts of current staff, i.e. me! However, changes can be made in consultation so I will prepare a report of recommendations for a future meeting of the full council. When the matter can be discussed in closed session. Should be looked at prior to signing the Civility & Respect Pledge.

BISHOPSTEIGNTON EMERGENCY RESILIENCE: Meeting well overdue, to be arranged for early August. Currently no chair for this committee. Vice chair is Elaine Cawthraw. Councillor members are Cllrs. Myers, Vooght & Grimble. The plan must be reviewed before adoption by the full council. Trying to find a simplified version of this and the processes in place for any emergency.
Jon Watson is still the community Snow Warden, supported by Cllr. Vooght covering Luton and another volunteer snow warden from Ideford PC to work with Will.

DELIVERING RURAL AFFORDABLE HOUSING –Our Housing Need Survey should be redone and the report updated accordingly, last carried out 2018/19. This is an essential part of the Bishopsteignton Neighbourhood Development Plan which can now start as the 2020-2040 Teignbridge Local Plan is now approved/adopted.

FINANCES:

Annual Governance & Accountability Return (AGAR) – The 2025-26 audit has now been submitted to the external auditor. Awaiting response; due any time before end September 2026.

PARISH ASSET MAINTENANCE

War Memorial – As thanks for the financial support it was agreed a small sign be erected by the War Memorial to state the project had been supported by Bishopsteignton Heritage, with a QR code to their website. Clerk to arrange. No action taken yet.

The ground and wall featuring the War Memorial requires so work as the mortar is crumbling away. A quote for this work was requested and that contractor appointed to the work. Awaiting response for timescale.

CLERKS REPORT Cont'd - GENERAL UPDATE 09.07.26

Cemetery – Ongoing tasks:

- **Improve plot marking** – to ensure straight rows and correct numbering. This has been considered and action is planned although not yet taken. Diagrams of the plots are being prepared.
- **Memorial Trees** – over the past few years various native trees have been added, as memorials. The space for new trees in the cemetery is becoming limited, so any requests will be directed to The Lawns, if acceptable to the donors.
- **Sunken Graves** – Due the unpredictable soil conditions and rainfall some new graves are sinking, when noticed or notified a contractor is instructed promptly. The cost of this will be met using the burial account.
- **Theft or Removal of Memorial Ornaments** – There have been no further reports of stolen items, and PCSO Bunce has not reported any unusual activity at the Parish Cemetery

St Johns Churchyard – Ongoing tasks:

- **Pathway:** BGS have completed phase 1 of improvements to the footpath at the rear of the church. Phase 2 will have to wait until a 2026/27 budget is in place. Church committee aware.
- **SWW** are proposing installation of a overflow tank in Sanctuary field (off Church Road, below the churchyard). Awaiting the application at TDC planning. Liaising with a contact at SWW for public consultation and reassurance when the time comes.

Playgrounds:

Regular inspections: Several remedial works have been required in bi-monthly inspections. The annual RoSPA inspection took place in March. Any works recommended in the report will be actioned accordingly.

BPC Car Parks – The three car parks owned and managed by BPC, being both sides at the top of Bishops Avenue and the one at the Lawns, require some suitable signage and a policy for use to be adopted. This is a task delegated to the Asset Management Committee & Clerk for further consideration/preparation. No further action has been taken yet.

A contractor has cleared overgrowth which obscures the 'no night-time parking' sign on the Bishopsteignton House wall. A second sign to be ordered imminently.

MUGA :

- **Teignmouth Tennis Club** – Returned in April 2026 playing every Monday and Thursday evenings through to September.
- **Walking Football** – Run by HLG and using the MUGA once a week. They are thinking of introducing a Walking Rugby session soon.

Surface & court enhancements: ongoing, various quotes requested but limited response to date, not enough to base any new decisions on. Both walking football and Tennis club advised accordingly.

It may be best to see how the asset transfer possibilities with TDC progress as if Michaels Field is a viable option for a new MUGA. All to be considered fully when costing/permissions, etc are available from TDC.

Due to the delay TTC wish to have the court markings renewed and are seeking quotes for this. I have consulted a contractor on chemical free cleaning and removal of moss, awaiting quote.

Dog Waste Bin – New Request: I have contacted the relevant officer at TDC requesting a new dog waste bin on Cockhaven Road. Awaiting response.

CLERKS REPORT Cont'd - GENERAL UPDATE 09.07.26

Noticeboards/Signage – At the Community Centre. Replacements are long overdue. I'm working with James, as BCC Chair, to design new permanent signage for the community centre, designs and quotes to be shared for consultation once ready.

Both external noticeboards at the centre need replacing soon. An older board has been refurbished but installation delayed until BCC works commence.

Benches/Picnic Tables - A full inspection was carried out in 2025 by Cllrs. Gateshill, Grimble & Merritt. A schedule of work has been drawn up, Cllr. Myers is leading on the mission to get this work carried out, either using volunteers, or contractors where required.

Public Rights of Way:

- **Access to The Lawns via The Drive:** The owner of Stone Lodge is willing to have a new path built on BPC land which allows pedestrians to access the Lawns more directly but still using the Newton Road side of his land. A contractor has been appointed but on hold as TDC have advised a Certificate of Lawfulness is required. This project is not a priority but this may change when a housing application is received or S106 agreements with developers are reached.
- **Annual PROW Condition Assessment** – Again, this was conducted by 1st Bishopsteignton Scouts earlier this year. They carried out a thorough assessment and a litter pick. Results have reported to DCC, however still awaiting annual grant for 2025/26. Awaiting payment.

Defibrillators:

- A team of volunteers are regular inspecting the units for condition and updating The Circuit.
- There has been no resolution to the relocation of the unit at Old Walls, but it is not forgotten. If a solution arises, I'll share the information.

Four Parish Boundary Stone: Flail damage to both the granite stone and wooden bench, caused by the forestry commission (FC) contractors working on the site needs to be rectified. All liaison with the FC is now being handled by Ideford PC, with regular updates. So far, the FC have purchased a replacement bench as well as a second bench to enhance the area. Ideford PC have engaged a contractor to engrave the new granite plinth, ready for FC installation. No update received recently.

CLIMATE & ECOLOGICAL ACTION

Climate Impact Action Committee – The committee are meeting regularly and discussing various topics. Thanks to the three wildlife Wardens for all their effort including arrangement of monthly wildlife talks for the parish.

The upcoming talks are as follows:

July	10th at Shute Fruit Wild Night Out.
August	Break for summer 10 th Q&A session with MP Martin Wrigley
September	?
October	Date TBC Cookery demonstration focussing on plant-based food and local produce.
November	14 th Matt Neale, Bats and Biodiversity in Bishop
December	Date TBC Eco friendly Christmas Dec workshop

Other themed talks to be scheduled might include Sewage in the River Teign, moths in the churchyard.

Community Weeding Together - I have scheduled the second Friday of each month for pesticide free weeding in the community, where needed most, to be decided by the group. High-Vis and some tools provided. Please consider attending. The next session is Friday 14 August, 10am.

CLERKS REPORT Cont'd - GENERAL UPDATE 09.07.26

Bishop Nature Station - The Seed Swap phone kiosk has been decorated; and shelving installed. The wildlife wardens have made it look great now displaying wildlife friendly gardening information and seeds to swap and a soft launch on social media. We need to plan an official opening/launch for this community asset.

Plastic Free Communities – Sadly, no action taken, I was hoping a member of CIA will take a lead on this project to get us over the finish line to achieve this status. This will include regular public events such as litter picking the estuary, public info sessions/talks.

FOR INFO:

FURTHER MEETINGS/EVENTS – FOR INFORMATION/TO BE ARRANGED:

- **PACT:** (Police & Community Together): 10.30am Thursday 23 July 2026. The Old Commercial.
- **CIA Committee Meeting:** 3pm Monday 27 July 2026, BCC.
- **Next Full Council Meeting:** 7pm, Monday 7 September 2026, BCC.
- **CIA PEB Assembly with MP Martin Wrigley:** Time TBC Monday 10 August 2026. BCC.
- **Strategy & Governance Committee Meeting:** 7pm Monday 17 August 2026. BCC.
- **Asset Management Committee Meeting:** TBC

TRAINING/NETWORKING OPPORTUNITIES:

- **Staying safe in person as a councillor - LGA Training :** 2.00pm-3.30pm Tuesday 14 July 2026. Online sign up here [Local Government Association](#)
- **Heritage Issues and the Planning System - DALC Training:** 6.30pm to 8.15pm Monday 28 September 2026 Zoom £42 book via the clerk.
- **DALC AGM & Annual Training Seminar:** 10am to 4pm Wednesday 7 October 2026, Exeter racecourse, £50 book via the clerk.
- **Biodiversity: Practical measures to enhance wildlife and address recent legislation - DALC training:** 6.30pm to 8.30pm Thursday 19 November 2026 Zoom £42 book via the clerk.

Should any councillor take advantage of any training or networking opportunities please report the details to the clerk so this can be records in a CPD record.

My working week comprises 25 hours. To contact me directly please email or send a text or WhatsApp message. I will aim to respond promptly by email, message or phone call.

Regular contactable hours include 10am to 4pm on Tuesday, Wednesday & Thursday.

I will also be at the Community Centre, in person, on the 3rd Tuesday of each month at 10 -12, next being Tuesday 21 July.

In case I have missed anything off this update report, please just ask!

Kim

Appendix 1: Some Core Messages for Town and Parish Councils from the English Devolution and Community Empowerment Act 2026

The [English Devolution and Empowerment Act 2026](#) received Royal Assent on 29 April and introduces a new ‘strategic authority’ devolution framework plus a package of community and governance reforms that will shape how local decisions are made and how communities can intervene.

Neighbourhood governance is now a ‘must do’ — and parishes must be engaged

Principal councils will be required to put in place effective neighbourhood governance arrangements, with regulations to follow. Crucially, where parish councils exist, local authorities must engage with them about parish representation in those neighbourhood governance structures—opening a clear route to formal influence. This resulted from concerted efforts in the House of Lords to introduce more recognition of parishes on the face of the legislation. We must wait to find out whether this extends to more direct reference to the sector in the regulations which will guide many of these changes.

Community Right to Buy: a stronger tool to protect local assets

The Act introduces a new Community Right to Buy for valued community assets, building on the existing Right to Bid, strengthening community leverage when assets come up for sale. But the loss of community empowerment funding to support this, still leaves this as a challenge for most communities to afford. Reforms also widen what can qualify as an asset of community value (including economic wellbeing) and extend timelines (e.g. longer moratorium, longer listing period).

Expect a new ‘strategic’ layer — map your influence points early

‘Strategic Authorities’ are now in law to speed up and standardise devolution, which has grown piecemeal since 2011, with mayors gaining powers across transport, planning, housing and growth. Parishes will be able to track emerging strategies (e.g. local growth plans/transport plans) and plug in via consultations, partnership boards, and scrutiny pathways – but there is very little which directly links combined authority mayors to local councils in their areas.

Audit and governance reforms may change the operating environment

The new Local Audit Office is intended to overhaul local audit; its immediate focus will be on the structural weaknesses of principal council audit. The Act reclassifies ‘Smaller Authorities’ as Category 2 authorities. The Act has also formally set the upper budgetary limit at £15 million. Even where parish audit requirements don’t shift immediately, expect knock-on effects in how principals seek assurance from local partners and funded projects.

Practical next steps

The focus is with the strategic authorities – particularly over areas such as planning, transport, economic development, and public health. Other place-based powers sit with principal councils but will affect towns and parishes directly. There will be an opportunity to use evidence from ward/parish intelligence to influence principal council policies and licensing approaches – particularly through emerging neighbourhood governance structures.

Parishes should anticipate briefings from their principal council on neighbourhood governance plans; there may be new opportunities to bid for and secure community assets. Councils may want to refresh their communities’ local asset lists. Strategic authorities are going to become more significant; parishes (and county associations) will need to work together to engage with strategic authorities based on their own geography.

Age-friendly Town and Parish Guide

December 2025

Version 1.0



Age-friendly Town and Parish Guide

Contents

About this guide	3
Why we need age-friendly towns and parishes	4
Foundational ways of working for meaningful change	5
Age-friendly activities wheel	6
Age-friendly case studies and resources	8
Age-friendly activity planning tools	15

Age-friendly definition

This guide defines 'age-friendly' as a service, space, activity or process that is accessible and inclusive to all ages. In practice this often means making specific efforts to ensure older people are not excluded, considering how experiences and needs may change across the life course.

The detail of what it means to be 'age-friendly' can vary according to what is being described – e.g. age-friendly employment, age-friendly volunteering, age-friendly communications – and where this is the case we have endeavoured to explain this within the guide.

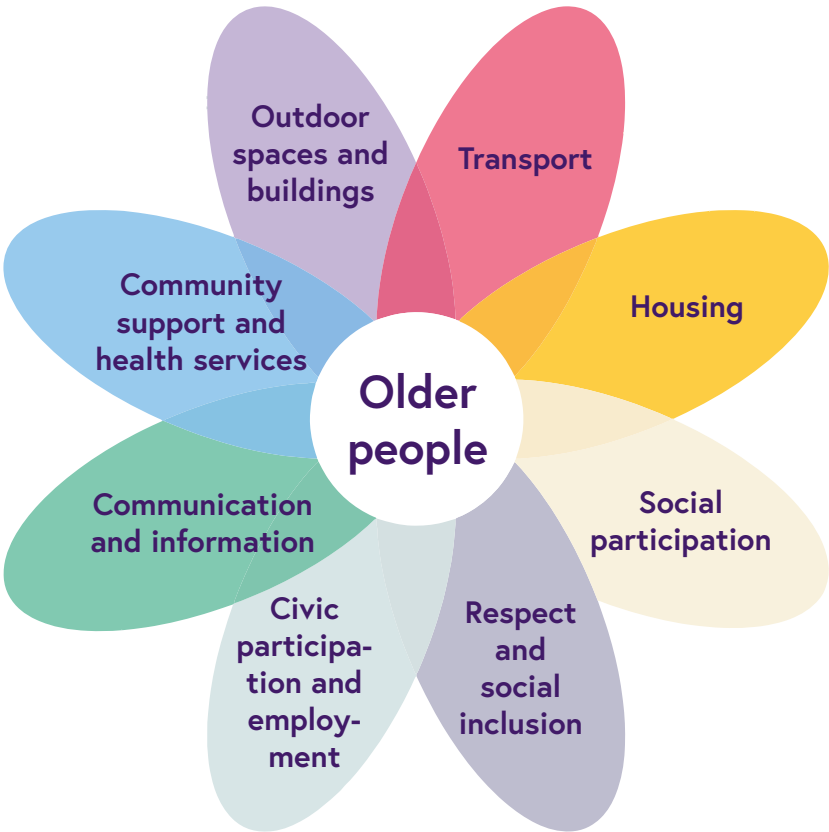
About this guide

Building an age-friendly town or parish requires coordinated efforts between local older people, the local council and principal authorities, health services, transport providers, businesses, and voluntary organisations. Town and parish councils have an important role to play, as they are uniquely positioned to facilitate or support these partnerships and advocate for decisions that enhance the wellbeing of their communities. This guide is not only for those who work in towns and parish councils but also those who would like to work with councils.

This guide is grounded in the [WHO Eight Domains of Age-friendly Communities](#), which outline key areas of community life that enable people to age well. It highlights the diverse

range of stakeholders essential to making towns and parishes age-friendly. Designed for town and parish councils in England, the guide explores how their statutory duties, powers, and influence can be aligned with the eight domains. The age-friendly activities wheel in this guide offers a practical framework to help councils consider, expand, and celebrate age-friendly initiatives in their local areas.

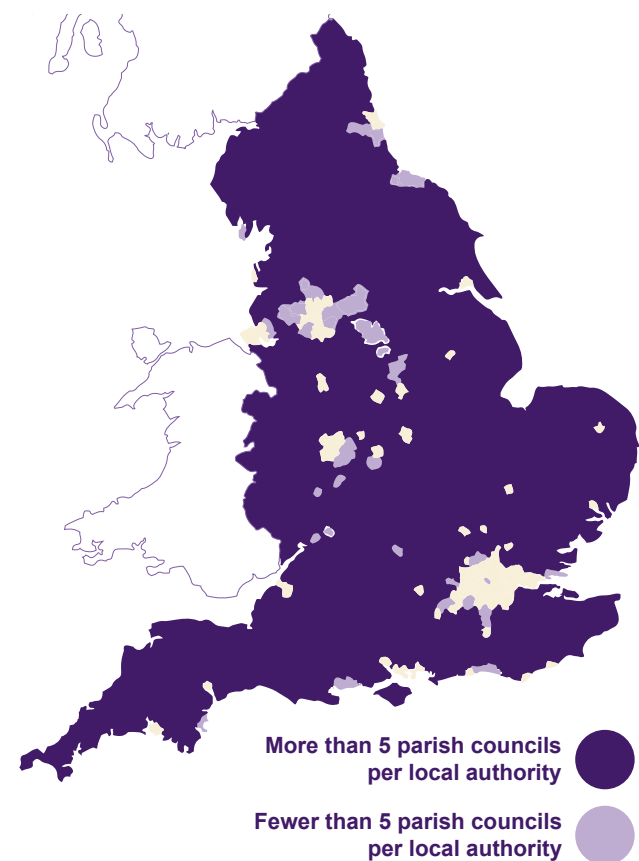
To support councils in their journey toward becoming age-friendly communities, the guide includes examples of age-friendly activities, case studies and relevant resources for each domain. For more insights across different tiers of local government, see [Centre for Ageing Better's Age-friendly Handbook](#).



Why we need age-friendly towns and parishes

An age-friendly community is a place that enables people to age well and live a good later life. Age-friendly communities enable people to stay living in their homes, participate in the activities they value, and contribute to their communities, for as long as possible. When older residents are actively involved, they generate social, economic, and cultural benefits that enrich life for everyone.

Town and parish councils play a vital role in fostering these environments, as many factors that influence health, activity, and social connection are shaped locally. With 10,000 local councils across England, 100,000 councillors, and over £2 billion invested annually (NALC), this guide highlights how councils can build on existing age-friendly efforts and expand their impact.



England's population over the age of 50 is projected to reach 46% by 2065, with the fastest growth occurring in towns and parishes. This demographic shift presents a powerful opportunity to strengthen communities by embracing the contributions of older people as volunteers, leaders, and engaged citizens. Failing to do so risks compounding health and social challenges for councils and individuals.

The Equality Act 2010 recognises age as a protected characteristic, placing legal obligations on public bodies to prevent discrimination and consider the needs of all age groups. The Public Sector Equality Duty reinforces this by requiring inclusive policy and service design, helping to ensure fairness and dignity for older individuals.

Town and parish councils, as statutory local authorities, have the discretion to act on a wide range of issues. According to the [National Association of Local Councils](#) (NALC), their work typically spans three areas that are all fundamental to an age-friendly community:

- **Delivering services to meet local needs;**
- **Giving the community a voice and representation;**
- **Improving the quality of life and community wellbeing.**

Their proximity to residents and influence over key determinants of health uniquely positions local councils to shape age-friendly communities. Their roles as place-makers, facilitators, and service providers allow them to respond effectively to local needs, and this role is set to grow as government evolves.

Foundational ways of working for meaningful change

Centre for Ageing Better have identified four foundational ways of working that are important for age-friendly communities of any size to embed an age-friendly way of working across

their locality: **Data, Voice, Stakeholders, Leadership**. All are important but you may start by focusing on one or two. The process actions below are examples of where to begin.

Data

- **Better understand your demographics** – analyse the current age breakdown and other demographic factors of your local area, and future projections.

Voice

- **Enable older people to influence and inform age-friendly activities** – specific to local people's needs and wants across all domains.
- **Conduct an age-friendly survey** – understand the experiences and priorities of your older residents and use this to inform plans and strategies within your council and community. Consider [a survey](#) seeking to understand intergenerational experiences.
- **Hold an age-friendly town/parish meeting** – get residents together to discuss your age-friendly vision, understand what's already working well, and what more can be done.
- **Create an age-friendly ambassador scheme** – support older volunteers to get involved in initiatives to improve age-friendliness and spread messages of ageing well.

Leadership

- **Nominate a local councillor to be an older people's champion** – their role is to identify opportunities to make life better for older residents in your town or parish.
- **Name age-friendly as a priority in your town's overall strategy or community plan** – publicly commit to making your town more age-friendly, raising awareness of the agenda locally.
- **Join the [UK Network of Age-friendly Communities](#)** – and advocate for your principal authority to join as well.

Stakeholders

- **Facilitate a local network of organisations and groups** – support those groups interested in making your place more age-friendly to share plans, knowledge and resources.
- **Create a local age-friendly charter for businesses and organisations** – commit to actions that make them accessible and inclusive to all ages.
- **Create an age-friendly coordinator role** – add the responsibility to coordinate / advocate for the actions in this guide to an existing officer role.

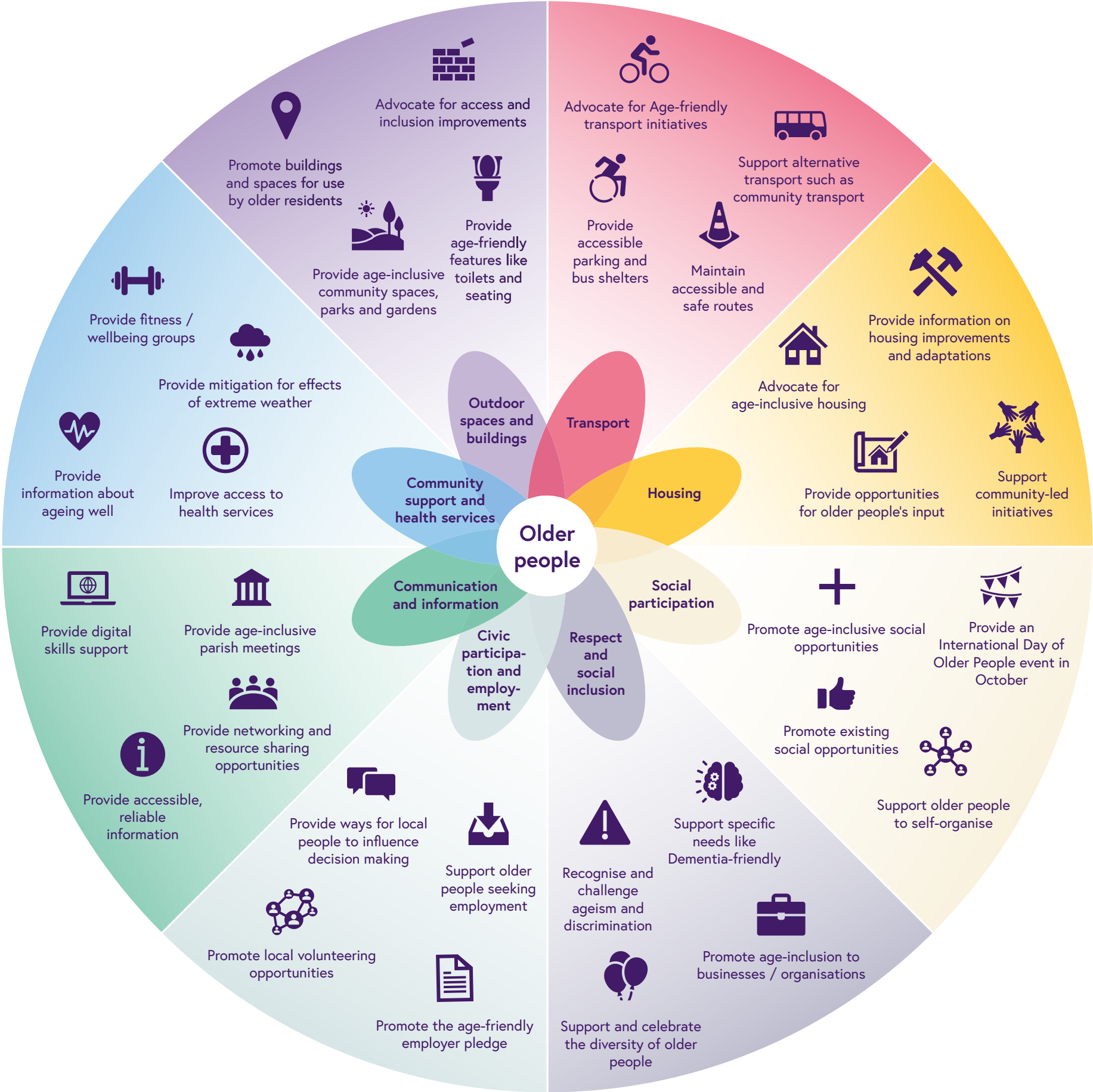
Age-friendly activities wheel

This wheel outlines a range of age-friendly activities that town and parish councils might pursue, drawing on their powers, duties, and wider responsibilities. These activities were identified through evidence reviews, focus groups, and workshops involving local councils.

At the heart of the wheel are older people, emphasising that age-friendly initiatives should be developed both **with** and for older people. Each petal represents one of the age-friendly domains, with a matching coloured wedge that illustrates the types of activities local councils can undertake to foster age-friendly communities. The wheel does not capture every way local councils might use their powers or responsibilities to support ageing well, it is intended to inspire and support local councils in identifying activities and actions that best reflect their local needs and available resources. More details are provided under each domain in the pages following.

The domains are interconnected, so they should be viewed as overlapping rather than isolated. Achieving meaningful progress in any area depends on collaboration with local residents, community organisations, health services, businesses, and other groups, working alongside the local authority to realise shared age-friendly goals.

We recognise that not every council will be able to act on all domains or suggested activities. Councils often face difficult choices when balancing time and resources across multiple priorities, and different town and parish budgets may vary significantly. However, even focusing on a few activities and associated actions can lead to meaningful improvements.



Outdoor spaces and buildings



Age-friendly outdoor spaces and public buildings enable older people to enjoy where they live, take part in community life, and stay healthy and connected.

Age-friendly activities related to your powers

- **Ensure that any community spaces and parks and gardens are accessible and inclusive** to older and disabled residents. You can gain insight through walking audits, surveys, and speaking to those who already use spaces and services.
- **Promote the use and awareness of age-friendly public buildings, spaces, and features**, such as toilets, seating, and warm/cool spaces. Encourage older residents to use buildings and spaces for group activities.
- **Improve and provide age-friendly features in the community such as seating and toilets.** Work with older residents to agree design/locations.
- Use Neighbourhood Plans to **advocate for better accessibility and inclusivity in the built environment and green spaces.**

Case studies

Wellington Place Plan – Wellington Town Council

The Wellington Place Plan was adopted in March 2023 by Somerset West and Taunton's Full Council. The document is a vision and spatial framework, used in planning and is intended to be referred to in determining planning applications and considering regeneration and conservation activities. It includes practical guidance and objectives for accessible places.

Happy to Chat Bench – Hellesdon Parish Council

As part of Age-friendly Norwich, the council opened a 'Happy to Chat' bench to the local community to help reduce loneliness and isolation.

Community Toilet Scheme – Penzance Parish Council

The scheme offers free, clean and accessible toilet facilities in the local area.

Key resources

- [Age-friendly Ireland Seating Guide](#)
- [Publicly Accessible Toilets guidance](#)
- [Living Streets Review Guidance](#)
- [AARP Walk Audit Tool Kit](#)

Statutory provision

- Localism Act 2011
- Town and Country Planning Act 1990
- Litter Act 1983
- Highways Act 1980
- LGA 1972/76
- Public Health Act 1936
- Open Spaces Act 1906
- Inclosure Act 1857
- Commons Act 1876

Transport



Age-friendly transport enables older people to get where they need and want to go, promoting health and independence and preventing social isolation.

Age-friendly activities related to your powers

- **Provide accessible public car/cycle parking and bus stops close to key amenities.** Ensure payment options are affordable and do not exclude people who rely on cash or without smartphones. Ensure bus/tram shelters are weather-protected, with seating adhering to age-friendly principles.
- **Maintain routes** to ensure they are accessible and safe, signposting ways for residents to report issues where possible.
- **Support alternatives to public transport** in areas with limited coverage, such as community transport, 'ring and ride' services, or car sharing schemes - with non-digital booking and payment options.
- **Promote active travel** by funding or advocating for new cycling and walking routes and inclusive cycle parking.

Case studies

Active Travel – Yate Town Council

Yate Town Council influenced South Gloucestershire's Travel and Highway Repair Strategy to include walking, wheeling, and cycling, which has informed the plans for a £3.5 million investment in active travel in the area. They are seeking to make their area more mobility scooter and bus friendly, and more accessible for people to stay active longer, without the need for a car.

Social Car Scheme – Wimblington and Stonea Parish Council

The council developed a social car scheme to improve transport and access for disabled people and people aged 60 and over. The service can be used for health appointments as well as social engagements and activities of daily life such as shopping. The service can be booked by phone.

Key resources

- [Age UK and ILC transport report](#)
- [Accessible bus stop guidance](#)

Statutory provision

- Local Government and Rating Act 1997
- Road Traffic Regulation Act 1984
- Highways Act 1980
- Parish Councils Act 1957

Housing



Age-friendly housing enables older people to live safely, comfortably, and independently in homes and communities that support their wellbeing.

Age-friendly activities related to your powers

- **Advocate for age-friendly housing** in local planning processes, strategies, and Neighbourhood Plans to support a range of sizes and types, including accessible and easily-adaptable housing, near amenities and social spaces.
- **Create opportunities for older residents to input** into housing / planning by promoting consultations online and offline through trusted sources.
- **Support community-led housing initiatives** for older residents/ intergenerational groups through promotion, partnerships, or providing land.
- **Promote information about homes to inform residents** about their housing options, advice on home improvements or adaptations, ways to avoid cold and damp, and trusted tradespeople directories.

Case studies

Neighbourhood Plan – Westbury Town Council

The Westbury Neighbourhood Plan forms part of the Development Plan for Wiltshire, to be looked to when assessing planning applications that affect land covered by the Plan. It identifies a range of housing types to meet the needs of local older people.

Hazelmead – Bridport Town

A multigenerational community-led housing project with 53 climate-resilient homes, a common house and shared green spaces.

Community-led Housing – Lyme Regis Town Council

Lyme Regis Town Council supported Timber Hill, a community-led housing development that created affordable housing that is open to all ages.

Registered Trader Scheme – Seaham Town Council

The scheme helps the local community to make an informed choice when they need the services of local vetted traders to carry out work or provide goods or services.

Key resources

- [How to make a neighbourhood plan](#)
- [Good homes for all](#)
- [Homes for All Ages](#)
- [Affordable Rural Housing: A practical guide for parish councils](#)

Statutory provision

- Localism Act 2011
- Town and Country Planning Act 1990

Social participation



Age-friendly social participation in leisure, cultural, and social activities enables older people to maintain good health, build relationships, and feel a sense of belonging.

Age-friendly activities related to your powers

- **Promote the opportunities already available for people to socialise** in your town or parish, through both online and offline communication.
- **Support older people to self-organise activities and events**, including an older person's network or forum, by providing room hire, helping with funding applications and providing connections.
- **Ensure any events or groups are age-inclusive**, following age-friendly principles of being accessible, diverse, and representative of the people in your community. Consider intergenerational and multi-cultural events.
- **Host an annual event celebrating International Day of Older People (IDOP)** on 1st October.

Case studies

Cafes and Festivals – Yate Town Council

The council facilitates a pop-in cafe run by over 50s for over 50s. They host an annual Ageing Better Festival, a local, community-focused celebration that provides information, activities, and services to older adults and celebrates their contributions.

Free hall access – Flint Town Council

The council supports the local age and dementia-friendly group by providing free community hall use, refreshments, funding application support and links to town council activities.

Support Older People Led Activities – East Hunsbury Parish Council

The council Community Projects Officer started a social group that began as 20 people meeting in a pub and is now 350 people meeting regularly. They recognise older people have skills and encourage activities and events to be run by older people for older people. Activities include dance, history, Tai Chi, strolling, and meditation.

Key resources

- [IDOP Activities Blog](#)
- [How to encourage greater participation in events for the IDOP](#)
- [Community Guide to Accessible Events & Meetings](#)

Statutory provision

- Local Government (Miscellaneous Provisions) Act 1976
- Local Government Act 1972

Respect and social inclusion



Age-friendly respect and social inclusion enables older people to equitably participate in public and community life by challenging ageism and promoting fair inclusion.

Age-friendly activities related to your duties and powers

- **Recognise and challenge ageism and related discrimination** by raising awareness about ageism and how age intersects with other protected characteristics.
- **Review language and imagery** of town council communications to ensure it does not reinforce stereotypes about older people.
- Host events that **celebrate the diversity of older people** in your community, bringing people of different generations together.
- **Consider specific needs** of different groups of older residents in plans or activities and related supports, such as dementia-friendly schemes.
- **Promote age inclusion** to local businesses and third sector organisations, provide guidance on age-friendly businesses and workplaces.

Case studies

Age-friendly Pledge – Banbury Town Core Partners

Age-friendly Banbury Town Council is a core member of the wider Age-friendly Banbury Pledge partnership which encourages businesses, groups and organisations in the town to become more age-friendly by inviting them to adopt a pledge that comes with a checklist of actions to make their premises and services more welcoming and accessible.

For example, they have provided businesses with doorbells at wheelchair user height, providing residents better access to buildings.

Engaging with Older People Workshops – Corsham Town Council

The council ran two workshops prioritising engaging under-represented older voices in their town to complement their age-friendly survey to identify priority actions.

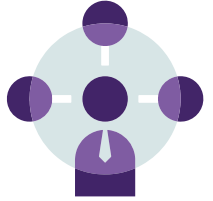
Key resources

- [Centre for Ageing Better: Ageism](#)
- [State of Ageing](#)
- [Age UK Dementia-friendly Rural Communities Guide](#)

Statutory provision

- Equality Act 2010
- Localism Act 2011

Civic participation and employment



Age-friendly civic participation and employment enables older people to stay socially connected, financially secure, and feel a sense of purpose as they age.

Age-friendly activities related to your powers

- **Provide ways for people of all ages to influence local decision-making and policy**, such as accessible consultations, residents' forums, and clear ways for residents to ask questions or raise concerns or ideas.
- **Provide community support to older people who are not in employment**, such as supporting job fairs or community-led job clubs.
- Encourage your council and local employers to **sign the Age-friendly Employer Pledge**, a nationwide programme for UK employers who recognise the importance and value of older workers.
- **Support age-friendly local volunteering opportunities**, ensuring they reflect the capacity and varied skills of your residents, providing flexible as well as formal options that are promoted on and offline.

Case studies

Farnham Job Club – Farnham Town Council

The Job Club offers free employment help and advice to people seeking employment.

Age-friendly Employer Pledge – Peacehaven Town Council

The council have signed the age-friendly employer pledge to improve the recruitment, retention and development of older workers.

Volunteering Support – Calne Town Council

Calne Town Council has an active volunteering sector, supported by their free online platform, Wiltshire Together, that is used across Wiltshire, which helps voluntary groups and charities connect, collaborate and promote themselves.

Key resources

- [Helping out: Taking an inclusive approach to engaging older volunteers](#)
- [Supporting the 50+ workforce back into employment](#)

Statutory provision

- Local Government and Rating Act 1997
- Local Government Act 1972
- Localism Act 2011

Communication and information



Age-friendly communication and information enables older people to access, understand, and use the information they need in everyday life.

Age-friendly activities related to your duty to host an annual parish meeting and your further powers

- Review communications to **ensure information is reliable, timely, and relevant and accessible**. Ensure digital formats are accessible for screen readers and hard copy information is available in visible community settings and via post, including large text and Plain English.
- Ensure that town/parish meetings are held in spaces that are physically accessible**, are promoted in an age-inclusive way and provide an opportunity to address the needs of older people.
- Promote networking and resource sharing** to spread age-friendly information such as key services, social opportunities, and health advice.
- Provide digital skills support**, such as drop-in tech cafes or tech buddy programmes or support to use digital council services for those not online.

Case studies

Community Agents – Leighton-Linsdale Town Council
The agents support benefit or Blue Badge applications and signpost to care services, housing support, transport options, social and volunteering opportunities.

Age-friendly Hartford Website - Hartford Parish Council
The council has created an Age-friendly Hartford website dedicated to sharing age-friendly activities in the local area.

Newsletter – Faversham Town Council
The council provides a printed paper newsletter for older residents (with plans for one specifically for care home residents).

Digital Inclusion – Houghton & Wyton Parish Council
The council provides a digital inclusion project that includes drop-ins and 1-1 support to help improve digital literacy.

Key resources

- [Culture Toolkit: Internal Communications](#)
- [Standards for Age-friendly Communications – Manchester City Council](#)

Statutory provision

- Local Government Act 1972

Community support and health services



Age-friendly community support and health services ensures that health and social care services are affordable, available and accessible for older people and their families and carers.

Age-friendly activities related to your powers

- Improve access to health services** via transport, walkways, or accessible facilities.
- Provide fitness activities and walking groups** for older people, ensuring they are easy to get to by public transport and offer opportunities for people to socialise before or after.
- Distribute information around ageing well and support Citizens Advice**. Work with public health in your principal authority to ensure information is reaching people in all communities, and older people who are not online.
- Identify ways for the community to **mitigate the effects of extreme weather**, such as providing warm and cool spaces, and distributing accessible guidance on keeping warm in winter and cool in summer.

Case studies

Health and Wellbeing Days – Fawkham Parish Council
In collaboration with Sevenoaks District Council, the Silver Sunday Campaign provides health and wellbeing days for residents over age 55 to visit local leisure centres for free health checks. Exercise and nutrition advice, strength / balance tests, opportunities to speak with public health professionals offering lifestyle support, as well as free hot drinks and a free day-pass to try facilities at the centre are included.

Free exercise – Wimblington and Stonea Parish Council
Free community exercise for older people is provided by the council.

Warm spaces – Calne Town Council
The Living Room is a free weekly drop-in for older people at Calne Baptist Church for anyone needing company or a warm space. A light lunch is available and activities are provided.

Key resources

- [Neighbourhood networks: A model for community-based support](#)

Statutory provision

- Localism Act 2011

Age-friendly activity planning

Ways to use the wheel to discuss and plan age-friendly activities in your local area.

Step 1: Fill in two versions of the wheel

Map what you are already doing

This activities wheel is designed to help town and parish councils and local community stakeholders think through and record what their community is already doing related to each age-friendly domain.

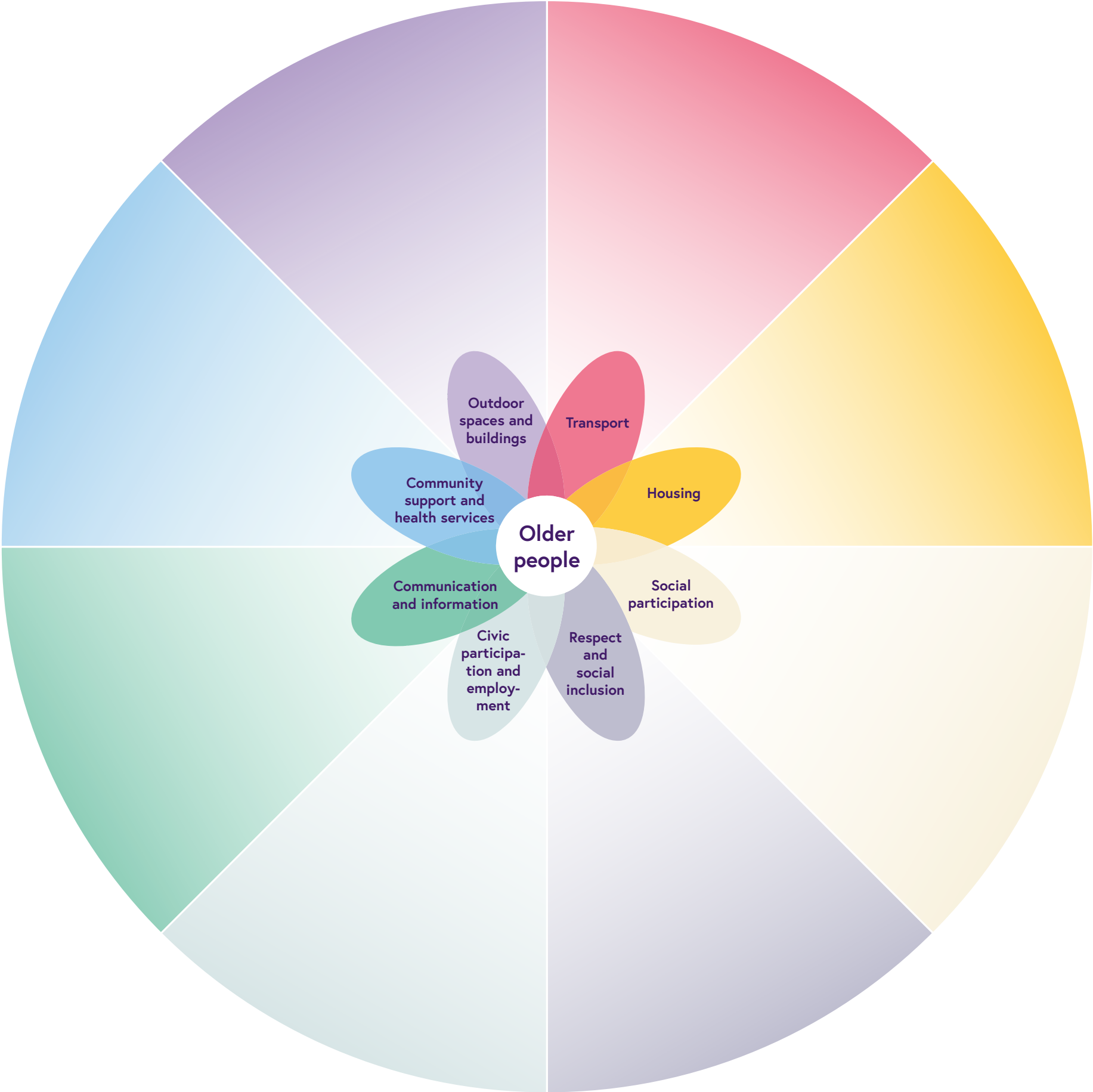
Map what you would like to do

Based on the age-friendly ideas and examples described in this guide or elsewhere, fill in an aspirational activities wheel to record your intentions for the age-friendly work you would like your council to undertake.

Step 2: Fill in the Age-friendly activities priority actions sheet (next spread)

The following spread shows examples of some of the key age-friendly activities and ways of working you may commit to as priority actions for your area. The actions you focus on may be different and you do need to have a priority in every domain, as they will be shaped by the local needs and wants of your community with your local resources and budget in mind. Use the blank template on the following page to list your top priorities.

Please see the [Age-friendly Town and Parish Council Activities Matrix Annexe linked here](#) for more detail on the evidence that sits behind the ‘age-friendly activities wheel’.



Example of age-friendly activity priority actions

Outdoor spaces and buildings	Ensure all public realm spaces your town/parish council manages (community halls, town or village squares, parks, etc) are accessible to all. Involve older residents in decisions to make improvements to, or take ownership of, new spaces. Prioritise opportunities to create new toilets and seating, and/or improve existing ones.
Transport	Create opportunities for older residents to feed in their views and experiences to new strategies, plans and consultations related to the age-friendly domains, conducted by your principal authority and other agencies. In particular, engage on transport route changes, bus stops, bus shelters, bus times, and other transport related proposals.
Housing	Advocate as a town council for an age-friendly approach to be taken to new strategies, plans and consultations from your principal authority and other agencies, in particular for a mix of housing options and for housing to be built to an accessible standard.
Social Participation	Support older residents to self-organise groups and events they want to see in their local area. In particular, support an older people's group by providing free community space, applying for funding, and connecting people to other activities / projects in the area. Hold an annual event for International Day of Older People on 1st October.
Respect and social Inclusion	Use the preferred term of "older people", not "the elderly", and ensure language and images in council and community communications are positive and realistic.
Civic participation and employment	Promote employers to become age-friendly. Ensure volunteering opportunities in your town/parish are age-friendly – this means varied, flexible, and easy for people who are not online to find out about and sign up for them.
Communication and information	Audit your communications to ensure it is accessible for older people, particularly those who are d/Deaf or hard of hearing, blind or partially sighted and those whose first language is not English.
Community support and health services	Promote and share information that will support older residents to age well including understanding housing options, health information, key local services, and social participation opportunities. Ensure information is widely available, not just online.

Your selected age-friendly activity priority actions

Outdoor spaces and buildings	
Transport	
Housing	
Social Participation	
Respect and social Inclusion	
Civic participation and employment	
Communication and information	
Community support and health services	

Foundational ways of working examples

Centre for Ageing Better have identified four foundational ways of working that are important for age-friendly communities of any size to embed an age-friendly way of working across

their locality: **Data, Voice, Stakeholders, Leadership**. All are important but you may start by focusing on one or two. The process actions below are examples of where to begin.

Data

- **Better understand your demographics** – analyse the current age breakdown and other demographic factors of your local area, and future projections.

Leadership

- **Nominate a local councillor to be an older people’s champion** – their role is to identify opportunities to make life better for older residents in your town or parish.
- **Name age-friendly as a priority in your town’s overall strategy or community plan** – publicly commit to making your town more age-friendly, raising awareness of the agenda locally.
- **Join the UK Network of Age-friendly Communities** – and advocate for your principal authority to join as well.

Voice

- **Enable older people to influence and inform age-friendly activities** – specific to local people's needs and wants across all domains.
- **Conduct an age-friendly survey** – understand the experiences and priorities of your older residents and use this to inform plans and strategies within your council and community. Consider a survey seeking to understand intergenerational experiences.
- **Hold an age-friendly town/parish meeting** – get residents together to discuss your age-friendly vision, understand what’s already working well, and what more can be done.
- **Create an age-friendly ambassador scheme** – support older volunteers to get involved in initiatives to improve age-friendliness and spread messages of ageing well.

Stakeholders

- **Facilitate a local network of organisations and groups** – support those groups interested in making your place more age-friendly to share plans, knowledge and resources.
- **Create a local age-friendly charter for businesses and organisations** – commit to actions that make them accessible and inclusive to all ages.
- **Create an age-friendly coordinator role** – add the responsibility to coordinate / advocate for the actions in this guide to an existing officer role.

Your selected ways of working for meaningful change

Name:

Date:

Collaborators:

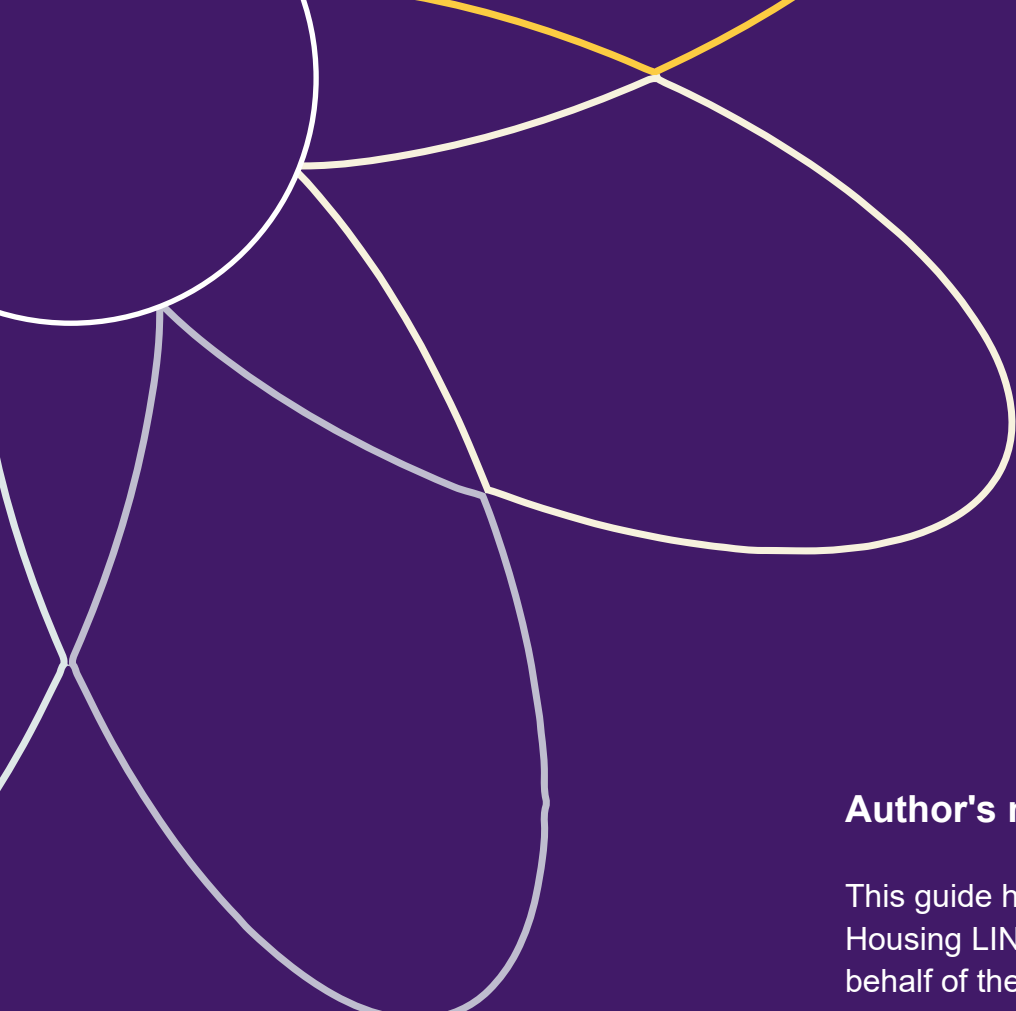
Fill in the ways of working you would like to commit to below and fill in the age-friendly activity priority actions you would like to commit to on the following page.

Data

Leadership

Voice

Stakeholders



Author's note

This guide has been prepared by Arup and Housing LIN in collaboration with and on behalf of the Centre for Ageing Better. This guide has been created as the result of a research process involving engagement with local town and parish council representatives – thank you to all those involved in supporting this guide.

This guide is underpinned by the World Health Organisation's (WHO) Age-friendly Programme, which is championed by the Centre for Ageing Better in conjunction with the UK Network of Age-friendly Communities, which town and parish councils can join.

The guide is endorsed by the National Association of Local Councils and Society of Local Council Clerks.

Find out more here:

Website: www.ageing-better.org.uk

Email: info@ageing-better.org.uk

Phone: (+44) 020 3829 0113

Notes of meeting of Teign Estuary Trail Stakeholder Group on 15th May 2026, 9.30am, Forde House, Newton Abbot

Attendees

Lauren Allington, Transport Planner DCC
Mark Amphlett, Chair of Newton Abbot Chamber of Trade & Commerce
Kate Benham, TET Campaign Group
Neil Blaney, Director of Place, TDC
Arron Carpenter, Engineer Design Group DCC (via Teams)
Cllr David Cox, DCC, TDC and Teignmouth TC (via Teams)
Jordan Facey, Engineer Design Group DCC (via Teams)
Cllr Jacqi Hodgson, DCC Cabinet Member for Climate Change and Biodiversity
Cllr Andrew Macgregor, TDC
Henry Merritt, Bishopsteignton PC, Chair
Jo Rice, Case Worker for Martin Wrigley MP
Judith Sharples, TET Campaign Group and note taker
Estelle Skinner, Green Infrastructure Officer TDC
Cllr Gary Taylor, TDC Executive Member for Planning & Building Control
Keith Underhill, Chair of Teignmouth Chamber of Trade & Commerce
Cllr Martin Wrigley, MP and TDC

Apologies

Bill Bailey, TET Campaign Group
Cllr Tony Dempster, DCC Kingsteignton & Teign Estuary
Cllr Jackie Hook, TDC Executive Member for Environment, Climate & Sustainability
Cllr David Palethorpe, TDC Executive Member for Economy, Estates & Major Projects
Jessica Rowe, Walk Wheel Cycle Trust (formerly Sustrans)
Cllr Nicholas Yabsley, Newton Abbot TC

Introductions

The Chair welcomed everyone and attendees introduced themselves.

Update on progress since the last meeting on 7 November 2025

A set of slides were used to provide an update as follows:

Update on Phase 3 land investigations

Arron and Jordan advised that:

- Ground investigation work was completed in November 2025.

- Since November 2025, bimonthly monitoring of the boreholes has been undertaken by DCC to record changes in ground water levels and any potential ground movement.
- The results of the borehole monitoring are being collated and will be included in the forthcoming final report to be provided by the GI Consultant in the very near future.
- DCC is currently reviewing the first draft of the 400-page report from the consultants.
- The report is due to be finalised in July with detailed design work scheduled to start in August.

Land negotiations

Lauren and Estelle provided a brief update.

Phase 1 update

Lauren advised that £600k of DCC funding has been allocated in 2026/27 to progress this section of the TET (from road crossing at start / end of Phase 2 to Morrisons junction). This section will also connect to Church Road to enable access into Bishopsteignton village. A separate project team has been established for Phase 1, led by Chelsea Randall. Detailed design work is due to be completed by end of March 2027.

There are a number of reasons for this approach:

- It is a condition of the planning permission (which covers Phase 2 and 3) that a safe road crossing between Phase 1 and Phase 2 is in place prior to opening of Phase 2 and Phase 3.
- Development of this section does not require planning permission and there are no known landowner constraints.
- Government transport funding allocations from the Local Transport Consolidated Funding Settlement (which has replaced the Local Transport Plan funding) now have to be spent in the year in which they are allocated.
- Getting this section 'shovel ready' will make it easier to secure external funding for construction.

Funding update

Lauren and Estelle provided an update on the latest funding position:

- DCC funding in 2026/27 of £600k for Phase 1 and £181,523 for Phase 3 was approved by the Devon and Torbay Combined County Authority (CCA) Board in March 2026.

- DCC funding of approx. £550k for Phase 3 for the 3-year period starting 2027/28 is subject to approval by the CCA Board in September 2026.
- TDC CIL funding of £50k has been spent on the Outline Business Case (in 2024/25), £100k has been spent on Phase 3 design work (in 2025/26), £450k is included in the funding agreement between TDC and DCC, to be used towards land purchase, and an additional up to £400k remains earmarked to support land purchase up to 2028/29.

It was noted that a significant level of external funding would still need to be secured for the construction of the TET.

Update on Local Government Reorganisation (LGR)

Lauren advised of the current timetable as follows:

- November 2025: DCC and Districts submitted proposals.
- May 2026: DCC officers scenario testing for all services.
- July 2026: Government to announce decision on LGR arrangements.
- May 2027: Elections for shadow council.
- April 2028: Vesting Day – new council takes over

It was noted that the existence of the Devon & Torbay CCA provides a degree of stability as this would remain in place regardless of the outcome of LGR.

However, it is likely a new Mayoral Strategic Authority covering a bigger geographical area would need to be established in future if Devon is to benefit from the significant levels of devolved funding and additional powers that other parts of the country have been able to take advantage of.

Question and answer session

The following information was provided in response to questions and comments from attendees:

- A copy of the slides would be sent out with the notes of the meeting.
- The construction period would likely take in the region of two to three years once funding can be secured. However, as the project will be delivered in phases, this will be reliant on various stages of funding being secured and this places an unknown element on the timeframe.
- It is a condition of the planning permission secured for Phase 2 and 3 that construction starts by December 2031 at the latest – a plan needs to be in place to ensure work commences well before this date with a target date of January 2028 proposed by the MP.
- Martin Wrigley has regular meetings with senior Network Rail staff in his role as MP and is happy to facilitate any discussions relating to the TET.

- Martin Wrigley will be briefed in more detail on the land issues.
- Martin Wrigley suggested it is important that all funding is spent or committed by April 2027 – if not, there is a risk that new authorities would have different priorities and would reallocate funding to other projects.
- Any land owned by existing councils would be transferred to the new unitary council for that area.
- There has been some slippage in the timescale for completion of the ground investigation report and start of detailed design work reported at the last meeting – this is due to the consultants also dealing with the storm damage at Slapton Sands which was a high priority.
- Estelle will progress an update to the funding agreement between TDC and DCC for the TDC CIL funding towards the Teign Estuary Trail to include the earmarked £400k noted above.
- There is not any 'surplus' CIL relating to the previously proposed Newton Abbot to Torquay route which did not secure Levelling Up Fund monies to enable it to progress. The capital programme is available on the TDC website: [Council budget and financial plan - 2026 - 2027 budget - Teignbridge District Council](#)
- No work is currently being done to progress the plans for the section from Dawlish to Teignmouth and the new Active Travel guidance on standards for cycle schemes in rural areas is still awaited.
- Martin Wrigley would be happy to approach the CEO of Active Travel England to propose that Devon works in partnership with them on the new guidance using the Dawlish to Teignmouth section as a test case with national funding to support its delivery. Lauren will look into this.
- This approach would be consistent with the view expressed by the DCC Leader that Devon should be the voice of rural England.
- Cllr Hodgson offered to attend national meetings with Martin as she has a lot of evidence of the benefits of Devon's investment in cycle paths and multiuse trails. Estelle suggested also referring to the Teign Estuary Trail tourism opportunities report and outline business case, which are available online and take account of tourism benefits and wellbeing benefits from access to nature: [The Teign Estuary Trail - Roads and transport](#)
- Cllr Cox emphasised the importance of developing a route between Morrisons and Teignmouth town centre which would avoid the need for cyclists to cycle on Bitton Park Road which is one of the busiest and most polluted roads in Devon.

- The need for an interactive map showing how Devon's network of trails connect with each other and the need for priority to be given to filling major gaps such as Dawlish to Newton Abbot was noted.
- The economic and tourism benefits of Devon's network of multiuse trails which would enable people to explore the whole of the south Devon coast and connect the south and north coast via Dartmoor when completed was noted.

Any other business

The Chair suggested that DCC and TDC could issue a press release to keep the public informed of developments. The need to balance positive messages about progress with realism about the challenges still ahead and lead in time before construction could commence was discussed. Lauren agreed to consult colleagues and also undertook to update the DCC webpage on the TET with latest information about the project.

Date of next meeting

16th October 2026, 9.30am, Forde House

The meeting finished at 11am.

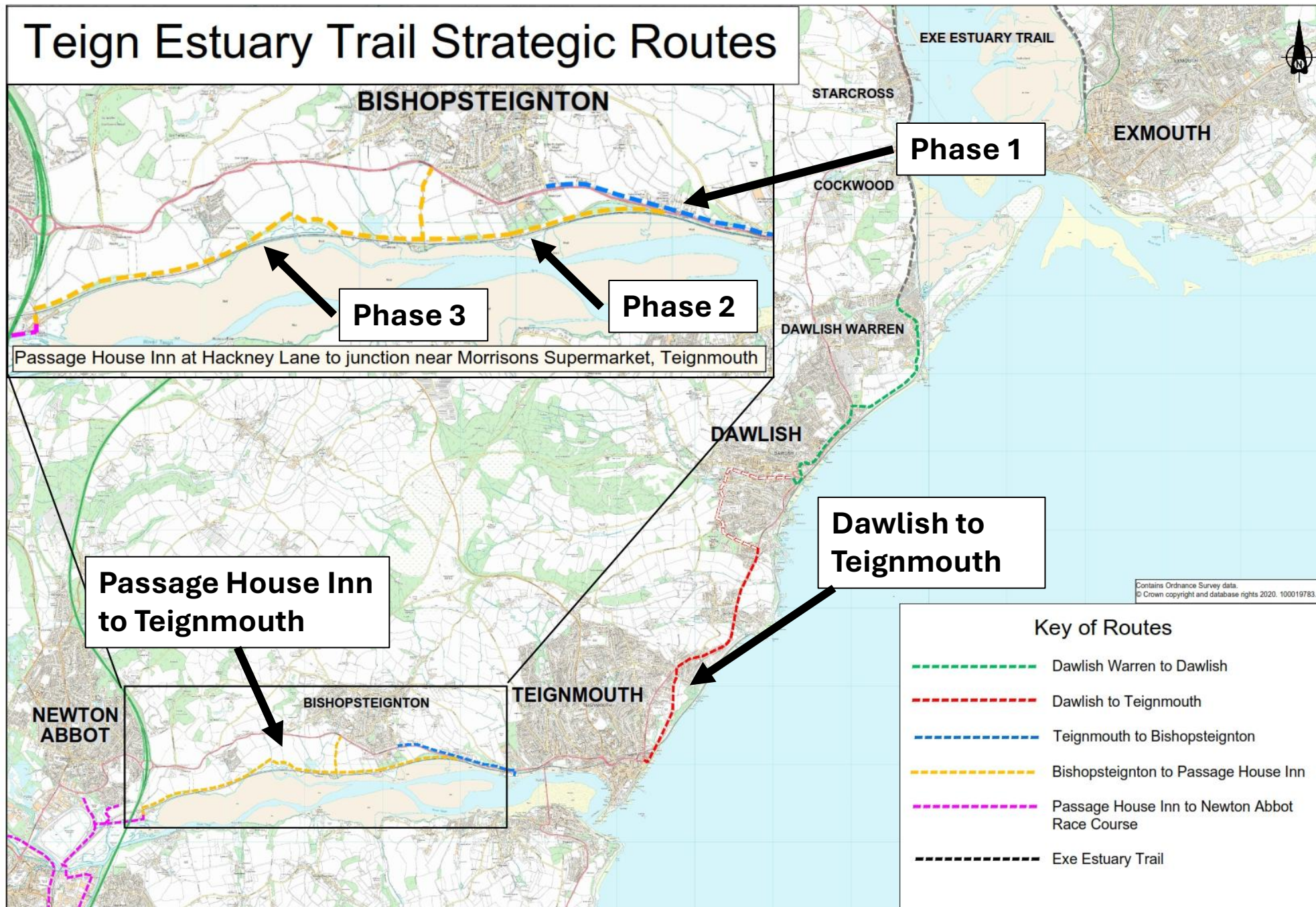


Teign Estuary Trail

Stakeholder Group Update

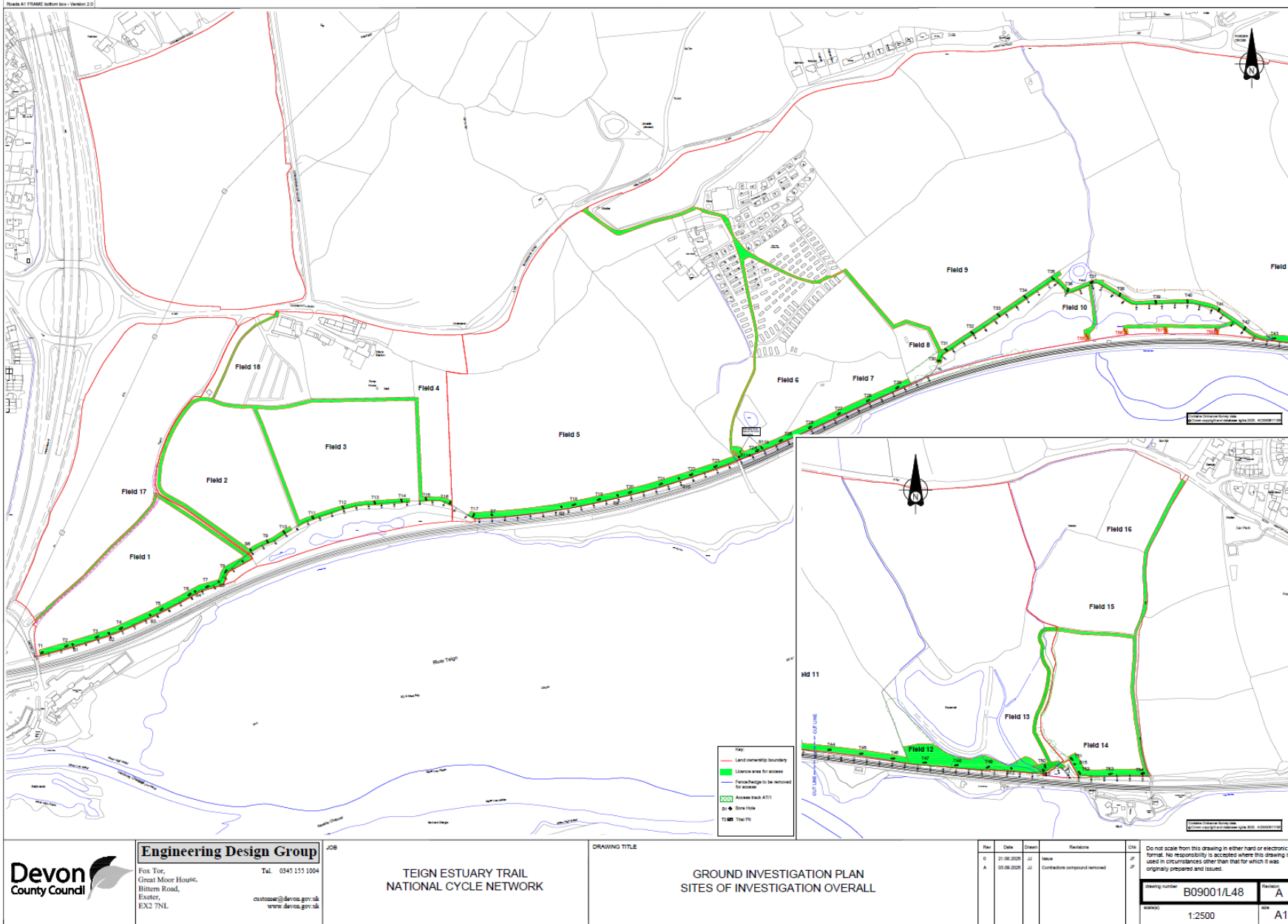
15 May 2026

Teign Estuary Trail Strategic Routes



Phase 3 Ground Investigation Update

- Ground investigation works were completed in November 2025.
 - Since November 2025, bimonthly monitoring of the boreholes has been undertaken by DCC to record changes in ground water levels and any potential ground movement.
 - The results of the borehole monitoring are being collated and will be included in the forthcoming report provided by the GI Consultant in the very near future.
- 



Trial Pit and Borehole Plan



B1 Hand pit 0.0 – 1.2mbgl



B1 1.20 – 3.0mbgl



B1 3.0 – 5.0m

Borehole Core

Borehole Log

Project Title: Teign Estuary Cycle Trail							Status: FINAL			Location ID BH01			 Card Geotechnics Limited, Unit 3, Brooklands, Howden Road, Tiverton EX16 5HW www.cgl-uk.com			
Client: Devon County Council							Location Type: Rotary cored									
Method and Plant Used				Groundwater			Coords: 287984.000E/72450.000N Level: 13.500m									
From (m)	To (m)	Type	Plant Used	Series (m)	Time (min)	Rose To	Ordnance Survey Great Britain National Grid			Final Depth: 8.00 m						
0.00	1.20	IP	Insulated hand tools	8.00	60	-1.16	Orientation: 0°			Inclination: 90°						
1.20	4.00	WLS	Comacchio Geo 205				Date Start: 16/10/2025			Date End: 16/10/2025			Sheet 1 of 1			
4.00	8.00	RC	Comacchio Geo 205													
Samples & Tests				Water Level (m)	Legend /Cover	Strata Depth (m)	Level (m)	Strata Description				Rotary Coring		Fluct (mm)	Inst/Backfill	Depth (m)
Sample Depth (m)	Type/Ref	Tests/Results										Core Box	TCR (%)	SCR (%)	ADSD (%)	



T1



T1

Trial Pit

Trial Pit Log

Project Title: Teign Estuary Cycle Trail				Status: FINAL		Location ID: TP01			
Client: Devon County Council								Card Geotechnics Limited, Unit 3, Brooklands, Howden Road, Tiverton EX26 5JW www.cgl-uk.com	
Method and Plant Used				Groundwater		Location Type: Trial pit/trench			
From (m)	To (m)	Type	Plant Used	Drill (m)	Time (min)	Rise To	Coords: 287934.000E/77438.000N Level: 13.400m		
0.00	3.00	TP	13 Tonne tracked 360 Excavator				National Grid Final Depth: 3.00 m		
						Orientation: °		Inclination: °	
						Date Start: 16/10/2025		Date End: 16/10/2025	
						Sheet 1 of 1			
Samples & Tests			Water Level (m)	Legend	Strata Depth (m)	Level (m)	Strata Description		Inst/ Backfill (m)
Sample Depth (m)	Time/ Ref	Tests/Results							
					0.40	13.00	TOPSOIL: Brown slightly gravelly sandy silty CLAY with frequent rootlets and occasional roots. Sand is fine to coarse. Gravel is angular to subrounded fine to coarse mudstone, quartz, and flint. [TOPSOIL]		
0.70 - 0.90 0.70 - 0.90	H D						Dark purple MUDSTONE recovered as dark purplish brown sandy silty clayey angular fine to coarse mudstone GRAVEL with a low angular and subangular mudstone cobble content. Sand is fine to coarse. [WHITEWAY MUDSTONE FORMATION]		
					3.00	10.40			
							EGH at 3.00m -		
Notes:				Soakaway Tests				Scale: 1:25	
1. Location cleared with CAT & Genny prior to breaking ground. 2. No evidence of visual or olfactory evidence was encountered. 3. No groundwater was encountered.				Test No.	Date	Duration (Hours)	Infiltration Rate	Logged By: JK Checked By: SAS Approved By: SAS	
				PH Details				Section ID:	
				Stability	Shoring	Length (m)	Width (m)	OSL Reference	
				Stable		4.00	0.70	CGE/17606	



Typical Borehole

Water Level Monitoring

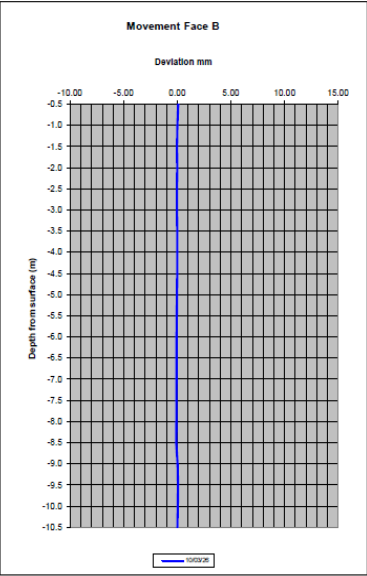
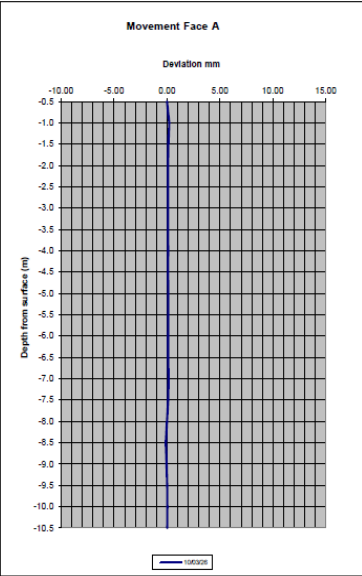
Site: Teign Estuary Trail
Project No: EDG0620
Lab Ref: 25SS015/1
Client: EDG

Borehole	B2		B3		B4		B5		B6		B7	
Instrument	Inclinometer		Standpipe		Inclinometer		Inclinometer		Standpipe		Standpipe	
Depth of Borehole	10.96m		7.43m		8.08m		8.82m		8.45m		7.17m	
Riser Height (m)	0.33		0.38		0.29		0.32		0.33		0.39	
Chainage (m)	120		190		270		310		380		780	
Date	Depth (m)	Corrected (m)	Depth (m)	Corrected (m)	Depth (m)	Corrected (m)	Depth (m)	Corrected (m)	Depth (m)	Corrected (m)	Depth (m)	Corrected (m)
18+19/11/25	0.90	0.57	0.88	0.50	7.86	7.57	1.26	0.94	3.22	2.89	0.67	0.28
13/01/2026	0.90	0.57	0.59	0.21	7.85	7.56	0.55	0.23	4.96	4.63	0.56	0.17
10/03/2026	1.10	0.77	1.10	0.72	7.05	6.76	1.30	0.98	5.30	4.97	0.82	0.43

Remarks: Values in Red denote Above Ground Level

Site Location: Teign Estuary Trail
Borehole No: BH2
Date of Current Reading: 10/03/26
Date of Initial Reading: 18/11/25
Remarks: Riser 0.33m above Ground Level / Inclinometer Tube 0.21m above Ground Level
Site Visit Ref: 25150302
Job Ref: 25SS015
Logged By: MH
Corrected Water Level: 0.77m

DEPTH A	FACE A+	FACE A-	ERROR1	DEPTH B	FACE B+	FACE B-	ERROR2	CURRSSUM A	INITSUM A	CURRSUMB	INITSUM B	DIFFSUMA	DIFFSUMB
-0.5	0.0014	-0.0018	-0.0003	-0.5	0.0041	-0.0043	-0.0001	0.0752	0.0752	0.0081	0.0080	0.00	0.08
-1.0	0.0016	-0.0018	-0.0002	-1.0	0.0028	-0.0031	-0.0002	0.0737	0.0735	0.0039	0.0039	0.00	0.00
-1.5	0.0014	-0.0019	-0.0004	-1.5	0.0028	-0.0030	-0.0002	0.0721	0.0719	0.0010	0.0010	0.14	-0.03
-2.0	0.0010	-0.0013	-0.0003	-2.0	-0.0005	0.0002	-0.0002	0.0704	0.0703	-0.0019	-0.0019	0.10	-0.03
-2.5	0.0023	-0.0027	-0.0003	-2.5	-0.0011	0.0009	-0.0002	0.0693	0.0692	-0.0015	-0.0015	0.09	-0.05
-3.0	0.0035	-0.0038	-0.0003	-3.0	-0.0024	0.0023	-0.0002	0.0688	0.0687	-0.0005	-0.0005	0.09	-0.03
-3.5	0.0047	-0.0050	-0.0003	-3.5	-0.0038	0.0037	-0.0002	0.0631	0.0630	0.0019	0.0019	0.10	-0.02
-4.0	0.0040	-0.0043	-0.0003	-4.0	-0.0035	0.0034	-0.0002	0.0583	0.0582	0.0056	0.0056	0.10	-0.02
-4.5	0.0009	-0.0013	-0.0004	-4.5	-0.0014	0.0012	-0.0002	0.0541	0.0540	0.0091	0.0091	0.10	-0.02
-5.0	0.0000	-0.0002	-0.0003	-5.0	0.0008	-0.0008	-0.0002	0.0530	0.0529	0.0103	0.0104	0.13	-0.04
-5.5	0.0015	-0.0018	-0.0004	-5.5	0.0014	-0.0016	-0.0002	0.0531	0.0530	0.0086	0.0087	0.14	-0.05
-6.0	0.0024	-0.0027	-0.0003	-6.0	0.0014	-0.0015	-0.0002	0.0515	0.0514	0.0092	0.0092	0.11	-0.07
-6.5	0.0028	-0.0031	-0.0004	-6.5	0.0014	-0.0016	-0.0002	0.0489	0.0488	0.0087	0.0088	0.11	-0.07
-7.0	0.0032	-0.0035	-0.0003	-7.0	0.0013	-0.0014	-0.0002	0.0459	0.0458	0.0052	0.0053	0.14	-0.07
-7.5	0.0045	-0.0048	-0.0003	-7.5	0.0016	-0.0018	-0.0002	0.0428	0.0428	0.0039	0.0040	0.10	-0.09
-8.0	0.0047	-0.0051	-0.0004	-8.0	-0.0002	-0.0001	-0.0003	0.0380	0.0380	0.0021	0.0022	-0.01	-0.10
-8.5	0.0048	-0.0052	-0.0004	-8.5	-0.0012	0.0010	-0.0002	0.0331	0.0332	0.0023	0.0024	-0.13	-0.11
-9.0	0.0063	-0.0065	-0.0003	-9.0	-0.0004	0.0002	-0.0002	0.0281	0.0282	0.0033	0.0033	-0.04	0.02
-9.5	0.0071	-0.0075	-0.0004	-9.5	0.0007	-0.0008	-0.0002	0.0217	0.0217	0.0036	0.0036	0.02	0.06
-10.0	0.0071	-0.0072	-0.0002	-10.0	0.0012	-0.0014	-0.0002	0.0144	0.0144	0.0029	0.0028	0.03	0.03
-10.5	0.0071	-0.0075	-0.0004	-10.5	0.0015	-0.0016	-0.0002	0.0073	0.0072	0.0016	0.0016	0.02	0.01



Ground
Movement Log

Water Level Log

Teign Estuary Trail - Indicative Programme 2026/2027

Date/Month		Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27
Land													
Topographical Survey													
Drainage Survey													
Analysing GI Report													
Detailed Design													
Structures Design													
Drainage Design													
Ecology													
Biodiversity net gain													
Lemp													
Audits													
Constrution Management													
Contract													
Tender													
Construction													

Indicative Programme 2026 - 2027

Phase 3 Design Work FY 26/27

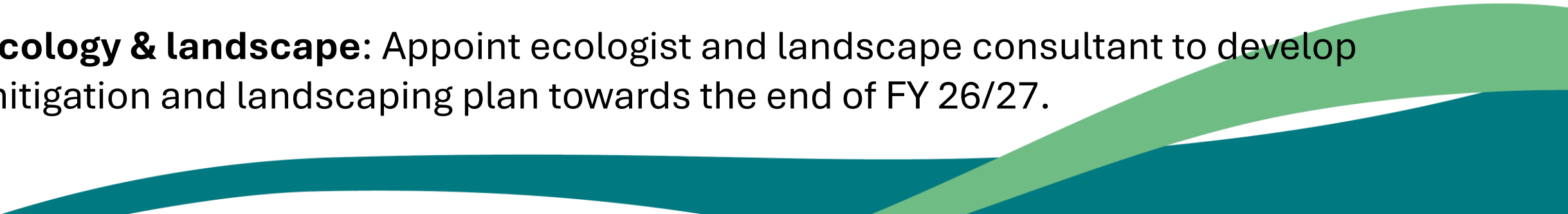
Surveys: EDG to commission updated topographical and drainage surveys to inform route design and surface water run-off management (at the western end of the trail).

Detailed design: To be progressed following Geotechnical Report (to encompass alignment, drainage and structures).

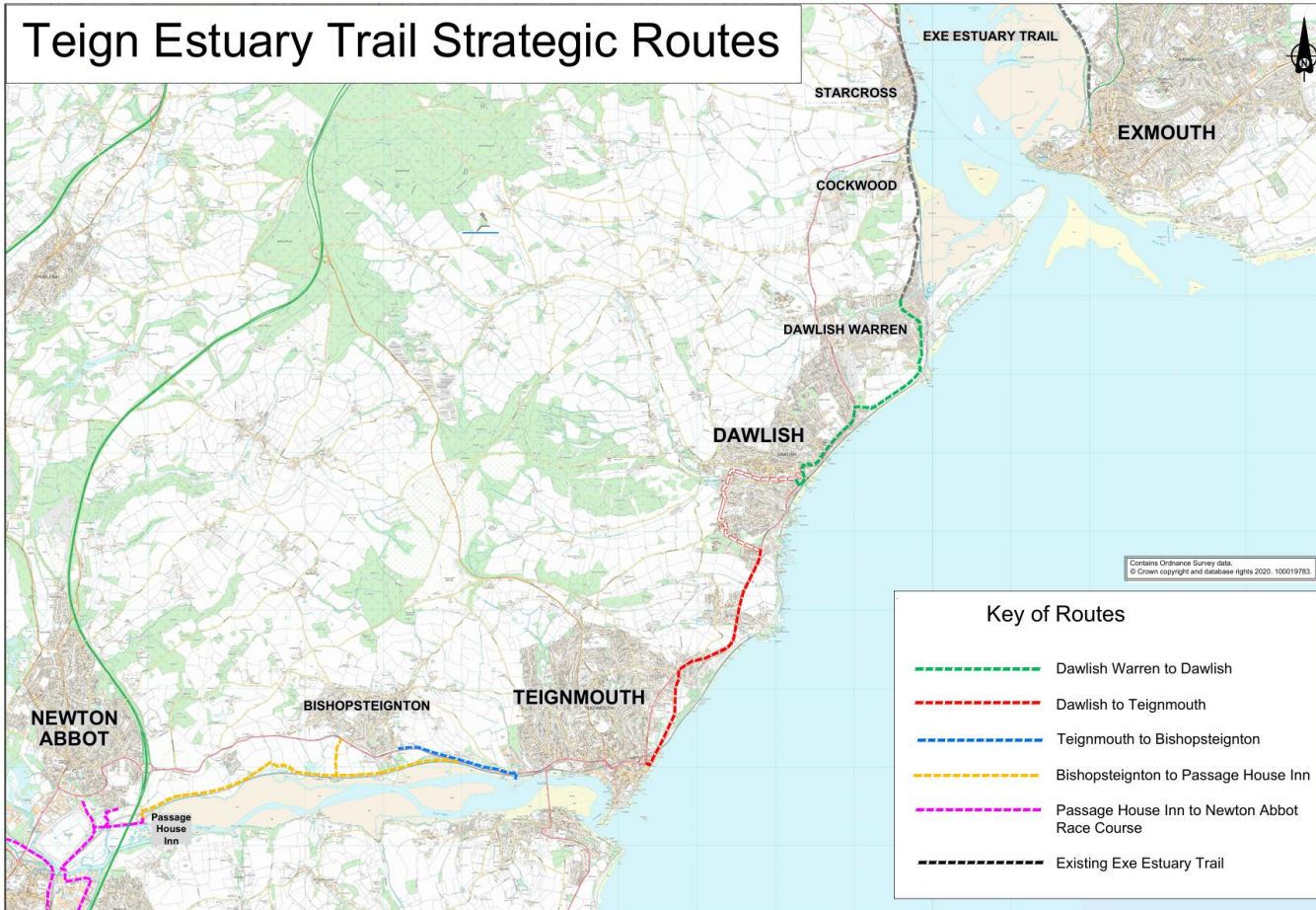
Network Rail: Ongoing liaison to manage railway conflict zones and minimise cost and disruption.

Environment: Assess and mitigate impacts on ecology, watercourses, trees and vegetation, given estuary location.

Ecology & landscape: Appoint ecologist and landscape consultant to develop mitigation and landscaping plan towards the end of FY 26/27.



Phase 1 Update



Map of the Teign Estuary Trail routes with Phase 1 shown by the blue line (Teignmouth to Bishopsteignton)

- HMPE and limited land ownership constraints.
- Requirement of Phase 2 Planning Permission.
- Design unlocks construction in the future.
- £600,000 allocated by DCC in 26/27 to progress from feasibility stage to complete detailed design.
- Significant structures design required.
- Ground investigations, ecology, drainage surveys etc.
- Aim to complete detailed design by March 2027.

Past Funding (inc 25/26)

Spent Funding	
Item	Funding Amount
Planning Application (Spent 2021)	TDC: £200,000
	DCC: £200,000
Outline Business Case (Spent 2024)	TDC: £50,000
Phase 3 Design and Land Acquisition (Spent 24/25)	TDC: £0
	DCC: £90,000
Phase 3 Design and Land Acquisition (Spent 25/26)	TDC: £100,000
	DCC: £288,500

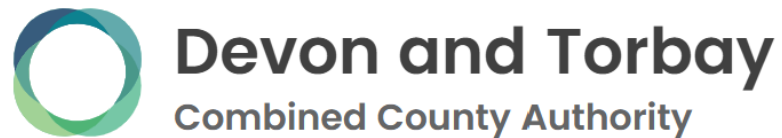
Current (26/27) and Future Funding Update

Source	Amounts	Status
Local Transport Consolidated Funding Settlement from DfT in 26/27	Phase 1: £600,000 Phase 3: £281,523	Approved at DTCCA Board in March 2026 as part of Transport Capital Programme.
Local Transport Consolidated Funding Settlement from DfT in 27/28, 28/29, 29/30	Phase 3: ≈ £550,000	Included in draft Local Transport Development Plan submitted to DfT, subject to final approval in Sept 2026 by CCA board.
TDC Community Infrastructure Levy (CIL) available to FY28/29	£450k in funding agreement to support land (plus £50k spent 24/25 on Outline Business Case, £100k spent on Phase 3 design work 25/26) and a further up to £400k earmarked to support land (up to 28/29).	Linked to local development and District capital programme.
External Grants e.g. Active Travel Fund, Levelling Up Fund, Sport England etc	Unknown	No bids or grants pending or unaccounted for.

Note total design, land and construction cost estimate for Passage House Inn to Teignmouth is circa £43m (cost estimate in 2022)

LGR Update

- November 2025: DCC and Districts submitted proposals.
- May 2026: DCC officers scenario testing for all services.
- July 2026: Government to announce decision on LGR arrangements.
- May 2027: Elections for shadow council
- April 2028: Vesting Day – new council takes over.



DEVON
AND
TORBAY

LOCAL TRANSPORT PLAN
2025 – 2040



