

# BISHOPSTEIGNTON PARISH COUNCIL

## FINAL DRAFT (V01) MINUTES

FOR THE MEETING HELD ON MONDAY 6<sup>TH</sup> MARCH 2017

COMMUNITY CENTRE, SHUTE HILL, BISHOPSTEIGNTON

### PART I

**PRESENT:** Cllrs. C. Morgan (Chair), R. Bailey, P. Cahill, E. Cawthraw, T. Davey, M. Gollop, J. Grimble, K. Lambert, I. McDougall & S. Nicholson (10/11)

County Councillor C. Clarence & nine members of the public.

**APOLOGIES:** Cllr. H. Stuckey, District Councillor T. Golder & PCSO W. Heather

**DOI:** Cllrs. Lambert & Cawthraw declared their Appendix B (non-pecuniary) interest in items 1952.2: Trim Trail as members of the Healthy Living Group.

Cllr. Lambert declared an Appendix B interest in item 1952.3: Bishopsteignton Village Festival as a member of this committee.

Cllr. Nicholson reminded members of the dispensation which was granted 06.02.17 allowing her to discuss, but not vote, for item 1950.1: Planning Application 17/00366/REM.

#### 1947 RATIFICATION OF MINUTES OF THE FOLLOWING MEETINGS

For Parish Council Meeting held 06.02.17 it was proposed by Cllr. Cawthraw, seconded by Cllr. Gollop, that these be approved and signed as a true and correct record. Agreed unanimously by all who attended therefore **RESOLVED**.

#### 1948 POLICE REPORT

PCSO. W. Heather had forwarded a report:

BISHOPSTEIGNTON POLICE LOGS for the PERIOD 05.02.17 to 04.03.17 - Registered keeper enquiry – out of force, 1 request for statement, 5 concerns for welfare, 1 domestic incident, 2 reports of suspicious circumstances, 2 reports of anti-social behaviour, 2 highway disruptions, 3 RTC's, 1 report of driving offences, and 1 report of an assault.

BISHOPSTEIGNTON CRIMES for the PERIOD 05/02/17 to 04/03/17 - 1 assault, 1 report of dog dangerously out of control, and 1 possession of controlled drug.

#### 1949 COUNTY COUNCILLOR REPORT

Cllr. Clarence reported that the Council tax budget for the County Council had been agreed and results in a 1.99% increase, this includes the necessary 3% increase for the social care package as recommended by Central Government. However, contrary to hearsay, there have been no cuts to funding for education, just realignment as a continuing effort for fairer funding per pupil.

Cllr. Clarence gave his verbal support for the Parish to invest in an illuminated speed warning sign commenting that it is motorists in the wrong not DCC.

He reported he would not be standing for election as the County member representing the new area covering Bishopsteignton Parish following the boundary changes to be implemented in May; this was to be his last meeting with Bishopsteignton Parish Council. The Chairman thanked Cllr. Clarence for his work and support over his term in office.

#### 1950 PLANNING

The following new planning applications were discussed to agree comments to send to Teignbridge District Council as the Local Planning Authority:

.1 **App No:** 17/00366/REM – Former Bowling Green land at Garage Lane

**Proposal:** Approval of details for two dwellings (approval sought for appearance, landscaping, layout and scale) It was proposed by Cllr. Grimble, seconded by Cllr. Cawthraw, for the previous comments to be repeated. Agreed unanimously therefore **RESOLVED** to submit this comment.

**PC Comments:** *Bishopsteignton Parish Council wish to object on the following grounds: The proposed buildings are overbearing and obtrusive and the design is not in keeping with other properties in the area. There is potential overlooking and loss of light to neighbouring properties.*

.2 Current Approvals, Refusals, Withdrawals and Appeals were **NOTED**.

.3 **OTHER PLANNING: Public Consultations:**

**DRAFT South Hams Special Area of Conservation Mitigation Strategy.** It was agreed for no comment to be submitted.

**Greater Exeter Strategic Plan Consultation.** It was agreed for no comment to be submitted however Cllr. Morgan commented that he had raised this issue with the development team for Bakers Yard.

#### 1951 HIGHWAYS

.1 **District of Teignbridge Off Street Parking Places Order 2017.**

It was reported that car parks at Postman's Path and White Wells Wood would now be included in the order however there were no plans to charge for parking at these locations. It was agreed for no comment to be submitted.

**FINAL DRAFT (V01) MINUTES Continued**  
**FOR THE PARISH COUNCIL MEETING HELD ON 06.03.17**

**.2 Road Safety Solutions**

Following on from recent discussions Cllr. Nicholson suggested BPC look into providing signage, possibly a banner or two, which can be displayed at various points around the parish in an attempt to encourage drivers to limit their speed. She gave the example of the banner on display in Shaldon village. It was agreed for Cllr. Lambert to conduct further research into banners and prices. It was suggested that children from the school be asked to design the content.

**1952 COUNTRYSIDE & RECREATION**

**.1 Playground Safety Inspections**

Cllr. Cahill reported he has been conducting weekly safety inspections of the playground area and equipment at the Lawns Recreation Ground. He gave details of recently discovered and ongoing issues. The clerk reported where solutions had been actioned or were ongoing.

He requested assistance from other members to conduct the regular inspections at The Lawns but no offers were forthcoming; both Cllrs. Gollop and Cawthraw will share the inspections of the playground area and equipment at Cockhaven Close. He expressed doubt at the requirement for such inspections, adding he wished to see the insurance policy which states this. The Clerk responded that it was not part of the insurance policy but rather a method of best practice and risk limitation recommended by the insurance broker employed by BPC.

Cllr. Cahill reported he would be accompanying the RoSPA inspector on their annual inspection visit, due this month.

**.2 Trim Trail**

A request was received from Mr. E. Stephenson, Chairman of the Healthy Living Group (HLG), for in principal support from BPC for a Trim Trail at The Lawns; for them to pursue research and preparation of documentation to show costing, maintenance, insurance, etc. This was discussed and agreed to defer the decision until the next meeting of BPC, to be held 03.04.17 and for the original email to be forwarded again to all members.

**.3 Bishopsteignton Village Festival**

The Bishopsteignton Village Festival Committee sent a request to hold this year's festival at the Village Green again. It was proposed by Cllr. Bailey, seconded by Cllr. Gollop, to allow this usage and support the event. Agreed unanimously and therefore **RESOLVED**.

**1953 DEFIBRILLATOR AT LUTON**

The Clerk reported Mrs. Vought's progress to install a defibrillator in the Church Foyer and the recent interest raised by the owners of the Elizabethan. This was discussed at length. It was agreed for Cllr. Lambert to liaise with the proprietors of the Elizabethan for confirmation of their authorisation. It was proposed by Cllr. Morgan, and seconded by Cllr. Davey that, subject to the permission of the proprietors, the defibrillator would be installed at the Elizabethan Inn, Luton. Agreed unanimously and therefore **RESOLVED**.

**1954 BPC PROGRESS & MEMBERS REPORTS**

**.1 BPC Progress Report 'PR1703'** was reviewed and the following comments made:

**HIGHWAYS:** Cllr. Nicholson reported a pothole outside 19 Cockhaven Close which required repair. Clerk to report to DCC Highways.

**ST. JOHNS:** Cllr. Davey reported some rust spots have become apparent on the recently repainted and rehung gates; this is minor and only requires cleaning. The contractor had been informed and would remedy this asap.

**MUGA LIGHTS:** This was discussed at length. No resolution was reached.

**THE HUMPS:** Cllr. Davey reported work to remove the tree stumps and level the ground at the Hump was due to commence shortly but dependent on the weather. He would liaise with the Clerk to arrange closure of the carpark.

**BNDP:** Cllr. Grimble raised recent concerns regarding two of the village public houses being for sale and queried how this was represented in the NP. It was agreed for the Clerk to liaise with David Kiernan for advice on this issue.

**NOTICEBOARDS:** The Chairman reported all noticeboards were being replaced this spring starting with a new one to be installed at the Lawns along with a new path providing access.

**.2 MEMBERS REPORTS:** The Chairman gave the following report:

**MP MEETING:** Recently attended with the Clerk. The Chairman raised concerns with our MP, Anne Marie Morris, over safety on the A381 and the most recent proposal for the Teign Estuary Trail (TET). It was hoped we would receive a response following any action taken. His letter is to be forwarded to all BPC members for their information.

**TEIGN ESTUARY PARTNERSHIP FORUM:** Attended by Cllrs. Morgan, Bailey and Cahill. The presentation included details of the railway, Shaldon bridge openings and the Coastal Path, but nothing about the TET.

Cllr. Davey added that the submission of a pre-planning consultation application from DCC regarding the TET across his land (Newton Abbot to Bishopsteignton Section) was imminent. The Chairman asked for the Clerk to arrange an update meeting with Roger North, DCC project Manager.

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**1955 FINANCE**

.1	PAYMENTS APPROVED:		£
	HMRC	Tax & NI	124.18
	Mrs. K. Ford	Salary & expenses	1023.70
	DCC Pension Fund	Contribution to Clerks pension	291.42
	Viking Direct	Stationery	154.04
	Mr. R. L. Bailey	Sports Area cleaning expenses	26.65
	DAC Beechcroft Claims Ltd	Play Areas: VAT on legal services	121.00

**.2 RURAL AID 2017**

The Clerk reported this would open for applications on 17.03.17 for a period of 6 weeks with decisions being conducted on 20.07.17. Due to the application closing date and BPC meeting dates all submission for the Parish Councils consideration must be received by the Clerk prior to the meeting of BPC to be held 03.04.17. The Community Centre, Village Hall and Scout Group representatives had been informed. Cllr. Nicholson requested that Bishopsteignton Children's Theatre Group be informed also. Clerk to action.

**.3 BANK RECONCILIATION: - As at 28.02.17**

Cumulative Receipts	140278.71
Cumulative Payments	<u>63255.90</u>
<b>Balance per Cash Book</b>	<u><u>77022.81</u></u>
Lloyds TSB Treas.	65635.21
Lloyds TSB Premier	1387.70
Lloyds TSB Fixed Term	<u>10000.00</u>
<b>Closing Balance per Bank Statements</b>	<u><u>77022.91</u></u>
Outstanding Banking:	<u>-0.10</u>
<b>BALANCE</b>	<u><u><u>77022.81</u></u></u>

**.4 BPC RESERVES:- As at 28.02.17**

<b>Burial Account</b>	42581.44	Includes St. Johns precept
<b>Admin</b>	5716.00	Includes staffing cost, rent, elections contingency, insurance, etc.
<b>Maintenance</b>	1480.79	Includes public toilets fund
<b>Countryside &amp; Recreation</b>	109.89	Includes Sports Area Income
<b>Loan Repayment</b>	8975.76	Cross House/Bishops Avenue Carpark scheme
<b>Agency Grants</b>	-217.09	Includes P3 grant
<b>Monies held in Trust</b>	876.34	Cricket Club, Bench donation, Playdays
<b>Electoral Funding 2015/16</b>	1255.00	Restricted use: Defibrillator.
<b>S137/S106/Grants Donations</b>	1847.40	
<b>VAT</b>	114.10	Balance of repayments and amount to be claimed from HMRC
<b>TOTAL</b>	<b>62739.63</b>	

<b>Bank Balance (as reconciliation above)</b>	<b>77022.81</b>	
<b>Restricted/Earmarked Funds (as above)</b>	<b>62739.63</b>	81%
<b>Contingency (Quarterly outgoings)</b>	<b>10271.50</b>	13%
<b>BALANCE AVAILABLE/UNRESTRICTED FUNDS</b>	<b>4011.68</b>	6%

Of BPC bank balance

The Chairman closed PART I of the meeting at 9.12PM

**FINAL DRAFT (V01) MINUTES Continued**  
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**PART II**

**PRESENT:** Cllrs. C. Morgan (Chairman), R. Bailey, P. Cahill, E. Cawthraw, T. Davey, M. Gollop, J. Grimble, K. Lambert, I. McDougall & S. Nicholson (9/11)

**APOLOGIES:** Cllrs. Stuckey.

**DOI:** Cllr. Grimble declare his interest in item 1958: Compensation Claim and left the room for this discussion.

**1957 BISHOPS AVENUE CARPARK SCHEME**

Cllr. Davey and the Clerk updated members on progress with this project. Although the appointment of a tarmacking contractor had been agreed by members, other factors had come to light giving reason to revisit this decision. Cllr. Davey proposed that the resolution which was made on 06.02.17 be amended and the contract be awarded to D. A. Thomas & Son Ltd at the revised quoted price of £14,800. This proposal was seconded by Cllr. Bailey and agreed unanimously therefore **RESOLVED**.

The complication with BT apparatus in the pavement was also explained. Cllr. McDougall stressed that photographic evidence of the already damaged equipment must be taken. Clerk to action.

A railings contractor will need to be appointed but all requested quotations had not yet been received; to be deferred until the meeting to be held 03.04.17. Cllr. Nicholson suggested contact is made with Old Quay Metal Works, Teignmouth for a quotation. Clerk to action. Cllr. Davey will also contact Wilson Services for a quote.

The draft heads of terms, provided by Mr. T. Butcher of TDC Estates & Assets, was discussed. It was proposed by Cllr. Cawthraw, seconded by Cllr. Davey, for the heads of terms to be approved and signed and to instruct TDC to proceed with a draft transfer agreement for review. FOR: 8, AGAINST: 2. Therefore **RESOLVED** to agree.

The Clerk's first draft of a management and maintenance plan was reviewed. Cllr. McDougall offered to edit this document before it is sent to DCC Highways for consultation.

**1958 COMPENSATION CLAIM**

This issue was briefly discussed. It was proposed by Cllr. Gollop, seconded by Cllr. Cawthraw, agreed unanimously and therefore **RESOLVED** to accept the final settlement offer made by the claimant's solicitor.

**The Chairman closed PART II of the meeting at 9.37PM**