

# BISHOPSTEIGNTON PARISH COUNCIL

## PROGRESS REPORT OF MATTERS ARISING

For the meeting 06.02.17

ORIGINAL ISSUE & CURRENT ACTION	PROGRESS/RESOLUTION TO REPORT
<b>HIGHWAYS</b>	
Bishops Avenue Car Park Improvements Scheme (phase 1) & land transfer from TDC.	Funding sources, TDC & DCC, confirmed. Both with deadlines to claim. Quotes sought for the ground works – to be reviewed in PART II. Awaiting quotes for railings.
Parishioner concerns and reports of speeding on A381 and through the village generally. Poor parking damaging pavements and disrupting the bus service.	For discussion at the Feb BPC meeting.
<b>BURIAL</b>	
Responsibilities for maintenance of St Johns closed churchyard.	Work in progress to produce an agreement between parties and establish schedule of works. PC rep. agreed as Cllr. Stuckey.
Main Church Gates	Gates rehung last week and St Johns Maintenance Committee are happy with the outcome. Awaiting invoice.
5 year risk assessment inspection of grave markers in Closed Churchyard of St Johns.	Reports being reviewed by maintenance contractor to provide a quote for recommended work.
Risk assessment inspection of grave markers at Bishopsteignton Parish Cemetery, Lindridge Road	Report to be reviewed and work schedule arranged to seek quotes. Work in progress.
Cemetery records	Cemetery records require checking thoroughly and systems update. Work in progress.
<b>COUNTRYSIDE &amp; RECREATION</b>	
Get quotes for 2 new tennis nets (use S106)	No action taken yet.
Recreation Ground/SA Toilet Roof	Quotes to be sought, work required soon as in poor state of repair. Work in progress.
SA Floodlights.	Some bulbs relocated to improve current lighting to 2 courts. Quote received from 1 contractor, for review before next stage decisions. Confirmed LED not suitable for environmental health reasons.
Establish Sports Area Club with annual membership, key entry and floodlights meter.	Work in progress. Will submit proposal to PC in near future.
Weekly Play Ground Inspections	Cllr. Cahill and Cllr. Gollop alternating monthly to conduct weekly inspections. Signed inspection tick sheet must be provided to the Clerk for records.
Annual RoSPA Play Ground Inspections	Currently being arranged to take place in March. Cllr. Cahill to accompany inspector.
Decline of Chestnut Tree, Cross House Carpark	CAN permission granted, tree felled 24.11.16. Recommendations from BPC Planning Committee for discussion at this meeting and quotes for groundworks to be reviewed in PART II. Mark Waddams at TDC has approved the delay, now planting must take place by March 31 <sup>st</sup> , 2018.
<b>PLANNING</b>	
BNDP	Currently in final public consultation stage, due to end 10.02.17. Appointed inspector contracted to begin inspection 27.02.17. Next input from BPC is to review the inspectors report, due to be returned w/c 20 <sup>th</sup> March.
<b>MAINTENANCE &amp; FORE ST TOILETS</b>	
Old gate to be removed from toilet yard.	It's still there, but no one will remove it!
Blocked toilets (Fore St)	Problem dealt with by Dynorod. Invoice to pay this month.
Flooding/leak from toilets (Fore St)	Plumber to investigate. Cllr. Bailey dealing.
Replacement Noticeboards – Various	Noticeboards have been delivered, installation to be arranged.

## PROGRESS REPORT Continued - For the BPC meeting 06.02.17

Damaged railings, outside Ring of Bells.	Railing repaired 17.11.16. Contractor paid. There is no chance of DCC Highways reimbursing this cost. All they would have done is made the area safe, by removing the railing and replacing with a reflective plastic barrier. The job MAY have been added to future approved works but not for at least a few years.
<b>OTHER</b>	
Community Emergency Plan	Work in progress. Cllr. Stuckey and McDougall may report further if needed.
APM 2016	Held 21.03.16. Preparing DRAFT minutes/report.
APM 2017	Arrangements to be made in due course. To be held Monday 20 <sup>th</sup> March 7.30pm (after Planning brought forward to 7pm). Similar format and refreshments to last year unless anyone has any other suggestions.
PC Subcommittees Terms of Reference. To include responsibilities, current PC members/co-options, authority limitations, reporting requirements, time limits for running.	Work in progress. TOR adopted for Toilet Subcommittee, Finance & Personnel Committee, Countryside & Recreation Committee and Emergency Plan Working Group. Others to be presented at the next meeting of each committee.
Elector Funding for Defibrillator in Luton.	Funding received. Awaiting decision on location in Luton. K. Vooght in contact with the Archdeacon and Diocese of Exeter for permission to use the Church foyer. Application for faculty submitted. Still awaiting response.
Standing Orders Review – on request of several members.	Following review by Cllr. Nicholson & Clerk has amended. To be sent to members for review and possible adoption. Work in progress.
Update Risk Assessment documentation.	Work in progress.
S&G HQ Project & Steering Group	On February agenda for further discussion
Chapter 8 Training for Event & Emergency	This one day course will be sufficient for events and Emergency Plan. £70 per attendant, DCC will refund one place. Parishioners Mr. Les Down, Mr. Richard Moore & Mr. George Lilley are willing to attend and help at events in the future. It may be the case that the refund is only available if BPC join the Self Help/Road Warden Scheme, which BPC have not been keen on before. Needs further research/discussion.
<b>FINANCE</b>	
2017-18 PRECEPT	20.12.16 - Amount agreed (£47815) at the precept meeting, held 19.12.16, submitted to TDC. Awaiting approval confirmation.
VAT Returns	JAN 17 – Q3 FY 16/17 return prepared, submitted and repayment received.