

# PUBLIC NOTICE OF THE FULL COUNCIL MEETING

To be held at 19:30 on  
Monday 4 November 2024 at  
Bishopsteignton Community  
Centre, Shute Hill



*As the first tier of local government and being  
closest to the people, we have the ability to  
influence decisions for the benefit of the  
community we serve.*

*In our endeavours we are mindful that we are  
entrusted to act in the best interests of the  
whole community; our aim being to facilitate  
the best value services and facilities for the  
Parish of Bishopsteignton.*

## MEMBERS SUMMONS

Issued Wednesday 30 October 2024

Your presence is requested for the Full Council meeting of Bishopsteignton Parish Council at approximately **7.30pm on Monday 4 November 2024** at Bishopsteignton Community Centre, Shute Hill. An agenda of business to be transacted at this meeting is below.

Declarations of Interest: Please consider the declaration of any disclosable pecuniary interests or other interests for any agenda items. Should you wish to request dispensation please apply to the clerk in writing prior to the meeting.

All business conducted in accordance with Bishopsteignton Parish Council Standing Orders Adopted September 2024  
Members of the public are welcome to attend.

Kim Ford - Clerk to the Council

[clerk@bishopsteignton-pc.gov.uk](mailto:clerk@bishopsteignton-pc.gov.uk)

07483 149812

## AGENDA

Of Bishopsteignton Parish Council business to be transacted.

<b>2411.01</b>	<b>MEETING GOVERNANCE</b>	<b>APPS</b>
.01	ATTENDANCE & APOLOGIES: for absence, received prior to the meeting, to be noted.	
.02	DECLARATION OF INTERESTS: Acknowledgment of DOI received for any item on the agenda. And, if required, Clerks response to any request for dispensation ( <i>made in writing prior to the meeting</i> ).	
.03	ORDER OF BUSINESS: Consider possible reorder of the agenda items listed below and if any should be discussed with press & public excluded ( <i>PART II</i> ). <i>In accordance with Public Bodies (Admission to Meetings) Act 1960 and Local Government Act 1972, ss100 - 102</i>	
.04	RATIFICATION OF MINUTES of the full council meeting held 02.09.24.	<b>A</b>
<b>2411.02</b>	<b>OFFICIAL REPORTS</b> from:	<b>B</b>
.01	PCSO. Saul Bunce including presentation of security stickers for bikes.	
.02	Cllr. Andrew MacGregor - Teignbridge District Councillor for Bishopsteignton Ward.	
.03	Cllr. R. Peart - Devon County Councillor for Kingsteignton & Teign Estuary Division.	
<b>2411.03</b>	<b>COUNCILLOR VACANCY/CO-OPTION:</b>	<b>MEMBERS ONLY</b>
.01	Consider applications for the vacant position, provided to members prior to the meeting. Parish Council to resolve to appoint a new member if considered appropriate, in accordance with BPC Co-option Policy ( <i>Available online <a href="https://www.bishopsteignton-pc.gov.uk/vacancies/P.038">https://www.bishopsteignton-pc.gov.uk/vacancies/P.038</a>, adopted March 2020</i> ).	
<b>2411.04</b>	<b>FINANCE</b>	<b>C</b>
.01	PAYMENTS: Resolve to retrospectively approve payments made by the Clerk/RFO across the period 02.09.24 to. 30.10.24 detailed in 24.09-10 Payment Authorisation.	
.02	FINANCIAL STATEMENTS:	<b>D</b>
	a. Acknowledge statement of BPC financial position at 30.09.24	<b>E</b>
	b. Acknowledge statement of BPC financial position at 30.10.24 ( <i>if available</i> )	

	c. Acknowledge statement of precept balance after payments & receipts for 24/25 Q2.	F
.03	APPLICATION FOR BPC GRANT: Council to consider application received from Bishopsteignton Players. <i>Please note: fund balance remaining £143.69.</i>	G
.04	CONSIDERATION FOR 2025-26 BPC BUDGET: a. BPC GRANT Consider amount to be earmarked for BPC Community Grant for the year ahead. Alongside the preparation of a new policy and application procedure, details to be decided, and better advertisement /promotion. Resolved action accordingly for including in the preparation of the BPC budget 2025-26. b. TRAVELER EVICTION REASSURANCE RESERVE: Consider holding a reserve earmarked for the removal of unwanted trespassers/travelers. See appendix for details of cost. Resolved action accordingly for including in the preparation of the BPC budget 2025-26.	H.a H.b
.05	INVESTMENT: Consider investment of BPC funds with the CCLA. See details in the report provide and resolve and action accordingly.	I
.06	CLERICAL BUDGET REVISION: To note the NJC approved pay scale increase as published 23.10.24. See appendix for how this affects the current budget set for 24-25.	J
<b>2411.05</b>	<b>COUNCIL STRATEGY &amp; GOVERNANCE</b>	
.01	POLICIES: To review, amend if required and adopt accordingly the following relevant policies: a. Playground Management & Maintenance Policy (P004, updated) b. Reserves Policy (P008, reviewed annually) c. Investments Policy (P009, reviewed annually) d. Responsible Purchasing & Procurement Policy (P.010, updated since legislative review)	K.a K.b K.c K.d
<b>2411.06</b>	<b>ASSET MANAGEMENT</b>	
.01	LAWNS PLAYGROUND: Consider the following recommendation from the Asset Management Committee following its site visit and review of 3 quotes, see appendix for details. <i>It is recommended that the Parish Council instruct Contractor A to complete remedial works to some wet pour area which presents several trip hazards. This work shall be assessed after 6 months to ensure satisfactory results have lasted, to be reviewed if unsatisfactory and an alternative solution implemented.</i>	L MEMBERS ONLY
.02	INTERIM TREE INSPECTION: Consider the quotes provided and resolve to instruct a contractor accordingly to inspect trees across the parish which were given a 2-year reinspection period since their original survey in 2022.	M MEMBERS ONLY
<b>2411.07</b>	<b>LAWNS COVENANT &amp; SCOUT HUT</b> Following a meeting with MP. Martin Wrigley and representatives of Scouting please consider the recommendation made in the appendix and resolve action considered appropriate.	N
<b>2411.08</b>	<b>MEMBERS REPORTS</b> Opportunity for updates from members relating to meeting/events/training attended, progress of working parties or representation on external bodies.	
<b>2411.09</b>	<b>CLERKS REPORT</b> A report of updates for ongoing matters, notification of actions taken and any new/forthcoming business for the council for information.	O
<b>2411.10</b>	<b>PUBLIC PARTICIPATION</b> A period of approximately 5 minutes will be permitted for members of the public to raise questions or make comment regarding any other activity, new or ongoing concern within the parish.	