



KINGSTEIGNTON TOWN COUNCIL

MINUTES OF THE VIRTUAL FULL COUNCIL MEETING HELD ON WEDNESDAY 3 MARCH 2021 VIA ZOOM AT 7 PM

Present:

Mayor: Councillor Rollason

Deputy Mayor: Councillor Austen

Councillors: Brotherton, Dempster, Jones, Khan, Laws, Peart, Plummer, Ripping, Rollason, Scagell,

Town Clerk: Mrs C Lakin

Police Report

The following police report was received from PCSO Pike:

Over the month there have been 33 reported crimes, one of which was for Teigngrace (Dangerous Driving x 1)

- Theft from shop – 1
- Criminal damage – 1
- Criminal damage to vehicle – 3
- Possession of Drugs – 1
- COVID breaches – 3
- Arson – 1
- Burglary – 1

The remaining crimes were domestic related, assaults and violence.

The statistics from the traffic operation carried out on Exeter Road, Kingsteignton between 16.00-17.10 on 5 February 2021 (OSCO – Officer Seen Conditional Offer) are:

- X6 OSCO's issued for speeds of 39mph and above.
- X3 OSCO's issued for no seatbelts.
- X1 OSCO issued for no MOT.

The month overall was a very quiet one.

There has been a lot of Social Media reports regarding dog thefts, or various vehicles seen driving very slowly looking into people's gardens to steal dogs. Please can I reassure you that there have been no reported incidents of dog thefts. Various vehicles reported in the area are more than likely to be looking for scrap metal.

Public Participation

There was no public participation.



County Councillor R Peart's Report

Ware Barton Roundabout – Sight Screens; Cutting back vegetation on the A380 and new funding pot from Devon County Council

I have been in touch with the Highway Asset Officer regarding Sight Screens and this is their response:

“These screens are passively safe. The uprights are fixed on a beam on the ground, anything above the ground would fold on impact. The alignment of the screens has been selected to obscure visibility with as little screen as possible (this product is not cheap) that means that they are generally perpendicular to the line of sight that we wish to obscure, not parallel to the road. They have all been installed on straight horizontal alignments. The vertical alignment of the northbound off-slip is stepped because it extends part way up the embankment. Other solutions such as earth bank or willow screens would not have been passively safe.

The removal of vegetation along the A380 has been carried out as part of a longer-term approach to the maintenance of this vital route. Due to the high cost of working on the A380 and accompanying disruption to the travelling public, previous maintenance of vegetation has not been as regular as needed, so DCC have taken the opportunity to carry out more substantial works under the DfT funded Capital Project.

Our main aim is to improve visibility along the route, particularly approaching the adjoining on-slips, giving drivers a better opportunity to join the A380 safely. Also removing the vegetation to a greater extent on this occasion should make it easier for Devon County Council to maintain it more sympathetically in years to come. The contractor has left tree stumps and low-level vegetation in place to comply with the Dormouse License, which states that vegetation shall be left to a height of 300 mm. An Ecologist was present on site to ensure that no harm was done to any vulnerable species. I would also like to mention that all cuttings are being sent for processing as renewable energy.

Devon County Council have made available a £100,000 maintenance fund for outside painting, street furniture maintenance. Town and Parishes can apply for some of this funding. I will find out how you can apply and let you know.

District Councillors' Reports

Councillor B Austen

Teignbridge District Council are going ahead with plans for electric car plug points and views are welcome for suggestions as to suitable sites for this facility.

Plans have been submitted to extend a rockfall shelter over the railway line between Dawlish and Holcombe by extending Parsons Tunnel. The current proposal is for a sided rockfall shelter rather than an enclosed structure as previously considered.



Teignbridge are working on a new housing strategy to tackle local housing issues. Priorities are to build affordable homes, improve existing homes, prevent homelessness, and address rough sleeping. Constituents are invited to complete a survey to inform the council which of these priorities are the most important to them and indeed if any others should be addressed.

I have attended visual meetings of the Full Council and a workshop on management of the pandemic affecting us all when councillors noted what had been put in hand so far and considered future plans to effectively manage the Governments directions for our safety and health for the coming months.

The Councils budget proposals were approved at Full Council.

The Council also waived the six months attendance rule under which a Councillor ceases to serve if absent for six months and a replacement becomes necessary. An extension of three months was agreed in the case of a health issue which would be overcome.

Expecting face-to-face meetings in May with all necessary safety measures providing no alteration is made by government prior to its implementation. Visual meetings of the District are well attended though Full Council took five hours with a couple of ten-minute breaks. However, all matters were efficiently addressed, and decisions made.

Councillor R Peart

Each year, UK households throw away 4.5 million tons of food that could have been eaten and Food Action Week is challenging everyone to try to reduce the food they waste at home to as close to zero as possible by better storage and portion planning, and practical steps such as setting the fridge temperature correctly. WRAP says that if food waste were a country it would be third only to the USA and China in terms of its Green House Gas emissions. Teignbridge District Council declared a Climate Emergency in 2019 and reducing food waste is part of this commitment. We are proud to be partnering with WRAP, the UK's leading sustainability charity. Food Waste Action Week will be sharing activities on social media to help everyone to do their bit to reduce their food waste. We are asking people to share their best tips for avoiding food waste and will be running a competition with some food waste – saving prizes.

Councillor B Thorne

The recent budget for 2021-2022 has been accepted by the Council recognising the serious financial problems from COVID. The severe drops in income have been tempered by using reserves to support both the 2021-2022 budget and to a lesser extent the 2022-2023 budget proposals. However, 2022-2023, even with some reserves allocated shows a likely deficit which is likely to grow in budget proposals for ensuing years. Of course, the use of reserves will cause reduction in spending on the projects they were envisaged as supporting and of course savings will need to be made in service departments going forward on top of those already made in the current year. It would seem the prudence shown in earlier years by other administrations in the form of reserves have been useful as a resource to “soften the blow” of COVID. Nevertheless, it is with thanks to the brilliant staff in the Finance Department who have kept us on a steady course throughout.



There have been several Notices of Motion submitted. The recent Diversity Challenge along with Black Lives Matter direction was agreed with various letters to Government and other authorities with suggestions and our own actions to assist in welcoming a more inclusive way of operating based on greater understanding of diversity.

Other motions included: thanking everyone that has continued to work and support the community throughout the pandemic, some challenges to the constitution, various other Leader letters to the Government to support other LibDem suggestions.

In relation to my Shadow PH for Waste and Environmental Health I have been following up the dog poo and fly tipping agenda – basically on the variation in social media posts and reports to Teignbridge District Council. There seems to be so much more activity on social media than what comes up at my Teignbridge District Council meetings in the Environmental Health arena. Early days yet but I did discover our local officer is Debs Stevens. My contact with her revealed our “hottest spot” is likely to be the Tesco Recycling Centre, where the general residents’ attitudes are “aggressive” towards Teignbridge District Council staff, regulations, and general hygiene, especially when challenged about possible fly tipping when the bins are full. There is a £100 fine for fly tipping because it is a crime. Further publicity to educate residents about the rules under the PSPO for dogs and fly tipping are to follow. Hopefully, there are some well-presented media files available soon from Teignbridge District Council to assist our local publications.

Other attendances were at the Overview and Scrutiny 1, where the budget was the major consideration and then various updating/informal meetings.

Councillor D Rollason

I attended the following meetings in February:

Tuesday 9 February – Overview and Scrutiny Committee

The agenda included:

- The Financial Plan 2021 to 2023/2024, for approval along with any other considerations to be presented to the Council for approval. It was acknowledged that CV19 has had a serious adverse impact on the Councils finances as is the case for all councils.
- The Quarter 3 performance returns on the Councils strategic performance monitoring. Overall, there is good and sound performance with four areas of concern due to the impact of CV19, there are 38 indicators.
- A presentation from Cllr Jackie Hook, the Portfolio Holder for Climate Change, on progress and future developments. Teignbridge District Council is a strong performer among Councils on this issue.
- This was followed by a proposal to establish a Task and Finish Group to further enhance Teignbridge District Council’s work in partnership with Local Councils and voluntary organisations. This was approved.

Monday 22 February – Full Council



This was the Annual Budget meeting, and the budget was approved as a good budget that, despite the immense difficulty created by CV19, will best deliver on our economy, jobs, housing, and climate change. The budget included the proposal that Councillors forgo their increase in allowances as so many were suffering hardships and the money was needed elsewhere. The opposition abstained in the vote to approve the budget although had generally voted for it in its committee stages.

Also on the Agenda was a recommendation from the Executive Committee to approve the motions contained in the Notice of Motion – Equality of Representation. This was very fully supported and approved.

Friday 26 February – COVID-19 Recovery Workshop

This was for Councillors and Officers, there was a forum where we heard presentations on the current situation followed by three breakout groups tasked to generate options going forward.

This was a very fruitful event and I look forward to seeing the final reports.

MINUTES OF THE FULL COUNCIL MEETING HELD IN THE COMMUNITY HALL, RYDON ROAD, KINGSTEIGNTON ON WEDNESDAY 3 MARCH 2021 AT 7.14 pm

VM31/2021 Apologies

Resolved: Apologies were received and accepted from Cllr Bovey

VM32/2021 To receive any declarations of interest.

Councillors Austen, Peart and Rollason declared an interest in item **VM38/2021 – Kingsteignton Youth Centre**

VM33/2021 To receive the Mayor's Report.

There have been no Civic events due to COVID 19.

VM34/2021 To receive and approve the minutes of the Full Council meeting held on 3 February 2021

The Mayor presented the minutes of the Full Council meeting held on 3 February 2021.

Resolved: Minutes adopted

VM35/2021 To receive the Clerk's Report.

- At present we are short staffed, with Michelle Lewis-Clarke being off sick and, I am not feeling 100% at the present time and undergoing tests with the Doctor. I would ask for councillors' patience at this time and am looking into finding if there are any locum clerks in the area in case, we have further staff shortages in the future.



- Mants Leisure have obtained the spare parts for the Gym Equipment at Clifford Park and are arranging a date for these to be fitted.
- A Lease/Licence form has been completed and submitted to Teignbridge District Council for the land at the junction of Hackney Lane/Greenhill Way. A non-refundable payment of £150 had to be made for the lodging of the document.
- A letter has been sent to Mark Payne, Teignbridge District Council asking if the Town Council can proceed with planting on the land at the junction of Hackney Lane/Greenhill Way as previously discussed with him. Mark Payne has responded saying "Thank you and further to the enquiry regarding land adjacent to Hackney Lane. My preference would be that there is a lease / licence in place prior to any works commencing. I am not sure of the current turnaround time for a lease to be prepared with our estates department, but I suspect a few weeks if not longer. I fully understand that if any planting is to take place it would ideally need to be done in the next six to eight weeks, but I am not sure if this is achievable from a licence / lease perspective".
- Colin Bignall, Teignbridge District Council has been asked to attend a meeting with the Working Party of the Town Council discussing the Air Quality Action Plan. This meeting has been arranged for Wednesday 24 February 2021 and Cllrs Khan, Thorne, Bovey, Rollason and Peart will attend.
- I have contacted the Census Press Office, as agreed by the Council, to let them know that we would like to turn our Community Hall purple for Census Weekend.
- I attended the Larger Councils Committee meeting on 11 February 2021 where discussions covered:
 - The financial impact of Coronavirus on budgets and setting of precept. Half of the councils in attendance were significantly increasing their precept, half only raising a small amount, and several were utilising reserves to reduce the impact on residents.
 - Remote meetings were discussed, and three quarters of councils represented at the meeting want to keep remote meeting regulations permanently, to be used at the council's discretion. All councils represented wanted remote meetings to be extended.
 - Discussion took place on supporting recover post COVID-19.
- Letter sent to Kingsteignton Village Trust asking for their approval to place 6 x History Boards along the pathway at Oakford Lawn between the entrance and the History Garden. No response received so will chase. **After minute:** Kingsteignton Village Trust are calling a meeting where this will be discussed.
- Replacement tree ordered from Urban and Rural Plants to replace the Cypress Oak at Oakford Lawn which had died. This was delivered and planted on Tuesday 2 March 2021.
- I have contacted Proludic to arrange a site meeting at Clifford Park to discuss a revised scheme for the play park. **N.B** Site meeting arranged with Cllrs Scagell, Peart and Mr Jones of Proludic on Saturday 27 February 2021. Feedback will be given at the Community Hall/Recreation meeting on Wednesday 17 March 2021
- Thank you received from member of the public who asked for cane toppers to be placed on the top of the canes of the whips planted at Clifford Park.



- I attended the Virtual Practitioners Conference last week; report will be prepared for the April meeting.
- We have received three applications for the vacancy of Assistant Caretaker and will be looking through these and arranging interviews.

VM36/2020 To receive the Minutes of the following Committees:

Finance Committee: Cllr Dempster presented the minutes of the meeting held on 10 February 2021. **Approved**

Community Hall/Recreation Committee – Councillor Scagell presented the minutes of the meeting held on 17 February 2021. **Approved**

Works, Services & Planning Committee – Councillor Peart presented the minutes of the meetings held on 3 & 17 February 2021. **Approved.**

Working Party meeting re: Air Quality - Councillor Rollason presented the minutes of the meeting held on 24 February 2021. **Approved.**

Resolved: that a copy of these minutes should be forwarded to Mr Colin Bignall, Teignbridge District Council for his records and that Councillor Khan should deal with items raised under the Climate Emergency Working Party.

VM37/2021 Representative Reports

Ball Clay Heritage – Cllr Thorne reported that there have been no meetings for some considerable time. The website is very good along with the Facebook page giving lots of local interesting items and describing personalities along its recent history.

Climate Emergency – Cllr Khan reported that the planting of the remaining 100 whips in Clifford Park was to be carried out on Saturday 13 March 2021 starting around 10 am. This will be along the South-East boundary diagonally opposite the Kingsteignton Royal British Legion. Teignbridge (ACT) Wildlife Wardens have agreed to attend to observe/support. The remaining bamboo endcaps have been delivered and will be installed for safety.

PCC - Cllr Thorne reported that new staff at the Newton Abbot Police Station relevant to Kingsteignton at large are Inspector David Hammond and Sergeant David Crofts.

A fortnightly meeting is still being held but this could go back to weekly dependent on activity, which no doubt will rise when lockdown begins to lift.

The most recent young female reported as missing was found safe and well after a large Police involvement, no further details have been released yet.

Further speed checks by the Specials' Team will take place and they are always very successful at issuing tickets in Kingsteignton. Personally, I can only support this exercise as speeds around Kingsteignton are obviously still excessive. We should think about the SpeedCheck group again as COVID permits, however, those involved previously might have



been contacted for the feedback to the PCC about its future quite recently. I have heard nothing following this review yet.

The Budget has been accepted with recruitment high on the agenda.

The OPCC has been especially active in victim support, domestic abuse (the most reported crime), vehicle safety and speed and the supporting of COVID management through wardens etc.

Should any comments arise about Police activities in Kingsteignton or suggestions about what actions there should be please either report directly to the OPCC or let me know as the Councillor Advocate role is to improve the two-way communication between councils and the Police.

Kingsteignton Swimming Pool – Cllr Scagell provided a copy of the minutes from the last meeting of Kingsteignton Swimming Pool, which were passed to members prior to the meeting.

Oakford Lawn (Kingsteignton Village Trust - Cllr Jones said that a meeting of the Trust is being arranged to discuss various matters.

Viridor - Cllr Thorne reported that a meeting of Viridor Liaison Committee is due to be held and if anyone feels they did not get an invite for the December meeting please let Robert Hawkins (rhawkins@viridor.co.uk) know that you are still interested and will turn up as only two people turned up to the last meeting, making three with Mr Hawkins.

VM38/2021 To consider payments from Precept Funds when received to Kingsteignton Youth Centre and Kingsteignton Swimming Pool

Resolved: that a payment of £14,000 should be made to Kingsteignton Youth Centre and Kingsteignton Swimming Pool on receipt of the Precept payable from Teignbridge District Council at the end of April 2021.

VM39/2021 To approve the following policies in line with Audit regulations and agree whether review should be annually or bi-annually.

Code of Conduct - to be discussed under item **VM41/2021** Cllr Thorne raised concerns about the form used for Register of Interests used by the Town Council which is different to the ones used by the District Council. **After minute:** The Clerk contacted Teignbridge District Council who confirmed that the form used by the Town Councillors was correct.

Equality and Diversity Policy – To add “To expand and promote Equality and Diversity into the Community.” **Approved.** To be reviewed Bi-Annually

Safeguarding Policy – **Approved.** To be reviewed Annually

Training and Development Policy – To add “It is the duty of staff and workers to undertake training for the benefit of the Council”. **Approved.** To be reviewed Bi-Annually



Work Related Stress Policy – Approved. To be reviewed Bi-Annually

Anti-Fraud and Corruption Policy – Approved. To be reviewed Annually

Annual Investment Policy - To be updated to include e-banking/BACS; specified investments (CCLA); to include that the council will seek investment in other organisations which have high references and a good record with limited funds and following financial advice and be brought back to April meeting for approval. To be reviewed annually

Internal Control Policy – As above. To be reviewed annually

Data Protection Policy - Approved. To be reviewed Bi-Annually

Breach Notification Policy – Approved. To be reviewed Bi-Annually

CCTV Policy Statement – To include reference to Newton Abbot Security Trust. Review in 6 months' time.

GDPR Privacy Notice Policy – Approved. To be reviewed Bi-Annually

Grievance Policy – Approved. To be reviewed Bi-Annually

Investment Strategy - to be updated and brought back to April Full Council meeting. To be reviewed annually

VM40/2021 Update on CCTV from Newton Abbot Security Trust re: their policies and how the CCTV has been used

As requested at the February Full Council meeting Newton Abbot Security Trust (NAST) have confirmed that their Policies and Risk Assessments extend and cover Kingsteignton. They asked to be provided with a dedicated user email to put on their DISC system.

Resolved: that the email address to be provided to Newton Abbot Security Trust should be the Clerk's

Resolved: that the Clerk will contact Mr Hirst to ask if he has been able to obtain any contributions from local businesses towards the installation of the CCTV on Newton Road.

Mr Hirst also confirmed that the newly installed CCTV system on Newton Road, Kingsteignton had proved very useful so far and helped with an assault at Next, a road collision and a shoplifting offence. There have also been lots of smaller type incidents resolved to.

VM41/2021 Code of Conduct Review

Cllr Rollason referred to an issue that arose a while ago when seven councillors asked the Clerk to agenda an item on the Full Council meeting that had been determined less than six months before. Usually, items cannot be discussed again before six months elapsed unless requested by seven councillors.



On this occasion I was one of the councillors requesting this and, I was a Trustee of the Charity concerned. It was determined that as a Trustee I could not place items on the agenda in these circumstances, even though there was no pecuniary interest. Following a meeting with Karen Trickey, Monitoring Officer, Teignbridge District Council it was questionable if Trustees could ever ask for items to be placed on agendas concerning their organisation. It was agreed that when the Code of Conduct was reviewed this could be clarified as this remains a grey area for some councillors.

Cllr Rollason said that he had emailed The Leader of the Council and Ms Trickey, Teignbridge District Council asking for clarification on this matter and had received no response. He had also spoken with other District Councillors who were not aware of this point.

This matter was **unresolved**.

VM42/2021 To consider approval of the Ellis Whittam Contract providing HR and Health and Safety advice for the council

Prior to the meeting members were passed the renewal information for the Ellis Whittam Contract for consideration.

Resolved: that the Contract with Ellis Whittam should be renewed for a further five years, with no increase in cost, at £2,050 per annum + vat

VM43/2021 To discuss what councillors would like to receive from the Police Report

Cllr Thorne had requested this item be placed on the Agenda. Following discussions, it was

Resolved: that councillors would like the following information either clarified or included in the monthly report from the police:

- Would like to know the rate of domestic violence in our town.
- To be provided with more data
- Quite happy with a list of what is happening with more detailed information – what happened, where and what time
- If car crime, need to know where this occurred.
- Instead of received a report from Officers, that they should be able to export information from the system with data redacted. This would provide more clarity.
- Cllr Thorne said he would try and obtain stats for the next couple of months and try to get some comparison.

Cllr Thorne said he would pass this information on the Inspector at their meeting on 8 March 2021.

VM44/2021 Correspondence

There was no correspondence.

The meeting closed at 8.51 pm.



Signed:..... Dated:.....