Kingsteignton Town Council

T: 01626 364089   E: clerk@kingsteignton.gov.uk   www.kingsteignton.gov.uk

Kingsteignton Town Council has declared a Climate Emergency

Members of the public and press are entitled to be at the following meeting Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by the Local Government Act 1972 S.100 unless precluded by the Town Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the beginning of the meeting providing that prior notice has been given to the Town Clerk.

Please note:

Under the Openness of Local Government Bodies Regulation 2014, this meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.

Members of the public are invited to ask a question or make an observation to the Mayor. Notice should be given to the Clerk at least six working days prior to the meeting if there is a particular issue. Twenty minutes has been set aside for questions at the start of the meeting. Residents are welcome to stay and observe the rest of the meeting.

27 February 2020

To Members of Kingsteignton Town Council

You are hereby summoned under the Local Government Act 1972 Sch.12s.10 to attend the Full Council meeting of Kingsteignton Town Council at the Community Hall on **Wednesday 4 March 2020** at **7.00 p.m.** for the purpose of transacting the following business.

Carol Lakin

Town Clerk

FULL COUNCIL MEMBERS:
Mayor: Councillor D Rollason
Deputy Mayor: Councillor B Austen
Councillors: R Bovey, A Brotherton, T Dempster, K Jones, A Khan, I Laws, R Peart, S Plummer, D Ripping, J Scagell, B Thorne

Town Clerk,
Mrs Carol Lakin,
Kingsteignton Town Council,
Community Hall,
Rydon Road,
Kingsteignton,
Devon, TQ12 3LP

A G E N D A

Council not in formal session

For Councillors and Members of the Public
Prior to the commencement of the Full Council meeting, for those who wish to do so, there will a short period of reflection or prayer given by the appointed Chaplain, to which all are invited.

- **Police Report –** to receive a report from our local Policing Team – see attached note re: Speed check carried out in the Town.
- **Public Participation -** in accordance with Standing Order no: 3e the Mayor will invite members of the public present to ask questions or make statements
- **County Councillor Ron Peart's Report –** to receive report from our Devon County Councillor
- **District Councillors Reports: Cllr B Austen, Cllr R Peart, Cllr D Rollason, Cllr B Thorne -** to receive reports from our Teignbridge District Councillors

Council in formal session

32/2020 **To receive apologies for absence and consider if the reason for the absence should be formally approved by the council –** Members are reminded that they have a duty to notify the Town Clerk that they will be absence from a Town Council meeting.

33/2020 **To receive any declarations of interest and consider requests for Dispensation(s) -** to declare any disclosable interests relating to the forthcoming items of business (if any)

34/2020 **To receive the Mayor's Report**

35/2020 **To receive and approve the minutes of the Full Council meeting held on 5 February, 2020**

36/2020 **To receive the Clerk's Report**

37/2020 **To receive the Minutes of the following Committees:**

- *Finance Committee* – 12 February 2020 – Cllr Dempster
- *Community Hall /Recreation*– 19 February 2020– Cllr Rollason
- *Works, Services & Planning Committee* – 19 February 2020 – Cllr Peart

38/2020 **To consider appointing a Representative of Hackney Marshes -** Cllr Brotherton to report

39/2020 **Representative Reports – Brief up-date**

Ball Clay Heritage	Cllr Thorne
CAB	**Cllr Peart**
Climate Emergency	Cllrs Thorne, Khan & Laws
CPRE	**Cllr Khan**

Devon Association of Local Councils	Mrs C Lakin & Cllr R Peart – report attached
Feoffees	**Cllrs Austen & Peart**
Friends of Kingsteignton Library	Cllrs Peart, Plummer and Dempster
Kingsteignton School	**Cllr Scagell**
Kingsteignton Youth Centre	Cllr Austen Peart & Rollason
Outdoor Bowling Club	**Cllr Peart**
Oakford Lawn (Kingsteignton Village Trust)	Cllr Jones
PCC	**Cllr Thorne**
Parish Tree Warden	Cllr Austen
Ram Roast Fair	**Cllr Dempster**
Rydon Primary School	Cllr Ripping
St Michaels Primary School	**Cllr Peart**
Sibelco	Cllr Peart
Stover Canal Trust	**Cllr Ripping, Bovey**
Swimming Pool Association	Cllr Scagell
Teign Estuary & Coastal Partnership	**Cllr Dempster**
Teign School	Cllr Peart
Teignbridge Association of Local Councils	**Cllr Plummer**
Teignbridge Cycling Forum	Cllr R Bovey
Twinning Association	**Cllr Peart**
Viridor	Cllrs Thorne, Peart, Dempster

40/2020   Climate Emergency update - Cllr Khan to report

41/2020   Updating of Web Site and to ensure complies with new legislation for September, 2020 - information attached.

42/2020   Correspondence

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Next Meeting: Wednesday 1 April, 2020

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41/2020   Updating of Web Site and to ensure complies with new legislation for September, 2020 - information attached.

Tender Submission: Kingsteignton Town Council

Vision ICT is delighted to put in a tender for the potential new Kingsteignton Town Council website development.

Vision ICT Ltd is a well-established and trusted website company working with over 700 local councils. We are now recognised as the most experienced website provider to your sector and work closely with both NALC, KALC and the SLCC. Our fully responsive websites go beyond a functional, basic method of publishing information online, and offers an interactive, multi-faceted websites that will inform and inspire your Council and community.

How would we wish to achieve this? Through our desire to work in full partnership with you to ensure that working as a team, your new website will meet all your expectations and achieve the required outcomes. Our graphic designer will explore ideas and offer options for you to consider and our technical team will build the website that will ensure excellent navigation for users of the site and a robust CMS which will be easy and quick for your team to edit.

Your Vision Website will provide you with a totally internet-based web design tool that requires no additional software to be purchased or to be placed on your computers. Vision Websites can be edited from any computer that has an internet connection.

Some Example Sites to View

- http://www.sussexalc.org.uk
- https://www.sevenoakstown.gov.uk
- http://www.burleyparishcouncil.co.uk

Notes

- **Copyright:** Ownership of all materials on your website including domain name belongs to and remains with you.

- **DDA compliance:** Your website will be designed and programmed in a manner that ensures accessibility to those with disabilities in order to comply with the requirements of the Disability Discrimination Act at WA2 Priority Level 2. We will work with you to produce your Accessibility Statement as required by the new accessibility regulations.

- **Website optimisation:** When sent live your website will be launched on all the major search engines. We will work with you at all times to support your websites position within search engines.

Website Hosting, Emails and Security: Vision ICT Ltd. uses Rackspace Managed Cloud Solutions to maximise uptime and security. The version that your new site will be running has never been hacked with over years it been running. This is all hosted within a secure data centre environment that provides:

- Industry leading 1-Hour Hardware Replacement
- Unlimited access to 24x7x365 dedicated support team including Level 3 Technical Support
- Instant Emergency Response
- Fully resilient DNS infrastructure
- Automated Microsoft Security Patching
- Dedicated firewall
- Weekly Full Back-ups with Daily Differentials, 2-week on-site retention 128 bit encrypted SSL secured log in and website editing.

Website Functionality

The following website functionality will be designed and built into the website.

- The underpinning value of our website system is that we create websites that are robust and adaptable. They are extremely reliable and able to grow and develop to meet your changing needs into the future.

- Our website hosting is reliable and trustworthy. Over the past three months our websites have had an uptime of 99.98%

- Your website will be developed in a design and style to meet your aspirations and this will be carried out in full co-operation with you.

- We will provide a clear graphic navigation system to ensure the maximum ease of use for visitors to the website.

Website facilities to be included in your new site.

- Fully responsive website.

- All design work and webpages set up.

- Unlimited web sections and web pages (you have the ability to add further pages as required)

- Easy to use Content Management System for all pages of the website.

- A site map (if required).

- Search Facility

- Enquiry form

- Latest News feed which can be shown on the website in various ways. We discussed a noticeboard with a pinned picture effect

- Link to Social Media as required.

- SSL Certificate for added security through full encryption and your site 'padlocked'.

- An accessibility statement

- 2 hours telephone training. (Training Manual and Training Videos on Vision ICT website https://support.visionict.com/).

- Ongoing help and support whenever required.

- Google Analytics to monitor site usage.

- Full Website warranty.

Please note: Images and content to be supplied by you.

Costs of Design, Development, Website Hosting & Support Yr 1

Designing, development and populating the town council website as detailed above would be **£2,100.** This budget should allow a good deal to graphic design work so that the site does not look the same as other town Councils.

Year 2 and onwards Annual fee £325 cover: (There is no increase in the annual fee, this is what we already pay annually)

- Website hosting.
- Ability to add additional sections, pages, pictures and files.

- SSL Certificate.
- Website warranty
- Ongoing help and support as required.

Additional Options if Required

Training: If further training required in-house training can be provided at a cost £225 for half day or £395 for whole day + expenses.

VAT Registration

Vision ICT Ltd is registered for VAT and all prices quoted exclude VAT.

Payment Details

On agreeing to purchase an initial invoice for 50% of the fee will be sent and 30 working days later we will invoice you for the final 50% when your website should be ready to go live subject to Vision having received all content and images.

Technical and other Support Mechanisms.

Vision ICT Ltd is proud of the level of service, support and advice that is on offer to all our clients. We are a phone call away 24/7 and will provide you with all the practical or technical support that you may need. We will be responsible for all areas of your website facilities, hosting and email requirements and if you have any problems you only have one call to make to talk to our Support Team or our Technical Director.

Website Warranty

Vision ICT Ltd offers all websites within the Vision Website system an ongoing warranty. Vision ICT Ltd can be contacted at any time on 01392 669497. If the office is not staffed the business line is always transferred to a mobile phone connection.

Ongoing Support

Vision ICT Ltd prides itself on the high level of support we provide to all our clients and you can be assured that this will continue to be available at all stages in our relationship with you.

Conclusion

Vision ICT Ltd enjoys a close working relationship with all our clients and we believe that we have an excellent relationship with them. We are pleased to be able to provide you with a tender for your new website and hope that you will give us the opportunity to work in full partnership with you. Your new website will be developed on time, on budget and fully set up to achieve your aspirations.

Additional information such as accounts, client references is available on request.

Daniel Hillier
Vision ICT Ltd.