

Kingsteignton Town Council

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



Mayor's Charity 2018/19
Kingsteignton Brownies and Girl Guides

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.

29 May, 2019

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 5 June 2019** 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, M Chadwick, T Dempster, K Jones, R Peart, S Plummer, D Ripping, J Scagell, B Thorne

A G E N D A

Town Clerk
Mrs Carol LAKIN
Council Offices
Rydon Road
Kingsteignton
Devon TQ12 3LP



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 be 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
- **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 D Rollason, Cllr B Thorne, Cllr B Austen, Cllr R Peart** - to receive reports from our Teignbridge District Councillors

Council in formal session

76/19 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 absent from a Town Council meeting.

77/19 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)

78/19 To receive the Mayor's Report

79/19 To receive and approve the minutes of the Full Council meeting held on 15 May, 2019

80/19 To receive the Clerk's Report

81/19 To receive the Minutes of the following Committees:

- *Works, Services & Planning Committee* – 15 May 2019 – Cllr Peart
- *Kingsteignton Show* – 20 May 2019 – Cllr Jones (minutes to follow)

82/19 Representative Reports – Brief up-date

Ball Clay Heritage

CAB

Devon Association of Local Councils

Feoffees

Friends of Kingsteignton Library

Kingsteignton School

Kingsteignton Youth Centre

Outdoor Bowling Club

Oakford Lawn (Kingsteignton Village Trust)

PCC

Parish Tree Warden

Cllr Thorne

Cllr Peart

Mrs C Lakin & Cllr R Peart

Cllrs Austen & Peart

Cllrs Peart, Chadwick, Plummer and Dempster

Cllr Scagell

Cllr Austen Peart & Rollason

Cllr Peart

Cllr Jones

Cllr Thorne

Cllr Austen

Ram Roast Fair
 Rydon Primary School
St Michaels Primary School
 Sibelco
Stover Canal Trust
 Swimming Pool Association
Teign Estuary & Coastal Partnership
 Teign School
Teignbridge Association of Local Councils
 Teignbridge Cycling Forum
Twinning Association
 Viridor

Cllr Dempster
 Cllr Ripping
Cllr Peart
 Cllr Peart
Cllr Ripping, Bovey
 Cllr Scagell
Cllr Dempster
 Cllr Peart
Cllr Plummer
 Cllr R Bovey
Cllr Peart
 Cllrs Thorne, Peart, Dempster

83/19 Five Year Objectives – to update and consider actions for forthcoming four years

84/19 Funding for new Skate Ramp, Clifford Park – to discuss – consideration of Loan to Friends of Clifford Park as discussed at the May Full Council meeting

- Following discussion at the May Full Council meeting I have discussed this matter with Devon Association of Local Councils to ensure that the Town Council can provide a loan for this equipment, subject to funding being raised to repay the debt. The information I have received from DALC is:

“A local council may lend money, on any terms mutually agreed, to any non-profit-making voluntary organisation providing or maintaining in its area or for the benefit of its inhabitants anything which the council could itself provide under the **Local Government (Miscellaneous Provisions) Act 1976, s 19**. Since the objects of the loan are social rather than financial, such loans are often made interest-free. It is essential to keep a separate account of such loans and of repayments, distinguishing between capital repayments and interest.”

I was advised that a Loan agreement should be drawn up between the Town Council and the Friends of Clifford Park regarding the amount to be loaned and that the Town Council should discuss and agree that if no funding is raised that they can afford to contribute the amount agreed to the project

85/19 Investment Strategy Policy – to approve

86/19 Improving the A382 - Letter from DCC asking for letter of support highlighting the benefits of an improved A382 (copy attached)

87/19 Devon Air Ambulance – Update

88/19 Correspondence

- **DALC** – Election of County Committee for 2019-2023 – see attached. Does anyone wish their name to be put forward?
- **Kingsteignton Bowling Club** - Thank you letter for grant received from the Town Council
- **South Devon Aspergers Group** – Thank you received for grant from the Town Council
- **Steve Robinson, Group Scout Leader – 1s Newton Abbot (Kingsteignton) Sea Scout Group** – thank you letter for being awarded a Citizenship Award, which he is very proud to receive
- **NALC** – A Guide to the Community Infrastructure Levy (CIL) for Parish and Town Councils – for information (attached)

**Next Meeting:
Wednesday 3 July, 2019**

85/19 Investment Strategy Policy – to approve

KINGSTEIGNTON TOWN COUNCIL

INVESTMENT STRATEGY

Overview

This document gives guidance on borrowing and investments by Kingsteignton Town Council in accordance with Local Government Act 2003. It highlights that the Town Council is committed to professional Treasury Management practices to ensure that:

- Capital expenditure plans are affordable
- All external borrowing and other long-term liabilities are within prudent and sustainable levels, and
- Treasury Management decisions are taken in accordance with good professional practice. The CIPFA (The Chartered Institute of Public Finance and Accountancy) Treasury Management Code of Practice Defines Treasury Management as: “The management of the Council's cash flows, its banking, money market and capital market transactions, the effective control of the risks associated with those activities, and the pursuit of optimum performance consistent with those risks~”

Investment Strategy

1. Introduction

The Council acknowledges the importance of prudently investing the temporarily surplus funds held on behalf of the community. This Strategy complies with the revised requirements set out in the Department for Communities and Local Government's (formerly the Office of the Deputy Prime Minister) Guidance on Local Government Investments and Chartered Institute of Public Finance and Accountancy's Treasury Management in Public Services: Code of Practice and Cross Sectoral Guidance Notes and takes account of Section 15(1)(a) of the Local Government Act 2003

2. Investment Objectives

In accordance with Section 15(1) of the 2003 Act, the Council will have regard to:

- a) Such guidance as the Secretary of State may issue and
- b) To such other guidance as the Secretary of State may by regulations specify.

The Council's investment priorities are the security of reserves and liquidity of its investments. The Council will aim to achieve the optimum return on its investments commensurate with proper levels of security and liquidity. All investments will be made in sterling. The Department for Communities and Local Government maintains that borrowing of monies purely to invest, or to lend and make a return, is unlawful and this Council will not engage in such activity. Where external investment managers are used, they will be contractually required to comply with the Strategy.

3. Specified Investments

Specified Investments are those offering high security and high liquidity, made in sterling and which mature in no more than a year. Such short term investments made with the UK

Government or a local authority or town or parish council will automatically be Specified Investments.

For the prudent management of its treasury balances, maintaining sufficient levels of security and liquidity, Kingsteignton Town Council will use:

- Deposits with banks, building societies, local authorities or other public authorities
- The debt management agency of HM Government

4. Non-Specified Investments

These investments have greater potential risk – examples include investment in the money market, stocks and shares. Given the unpredictability and uncertainties surrounding such investments, Kingsteignton Town Council will not use this type of investment.

5. Liquidity of Investments

The Responsible Finance Officer, working with the Finance Officer, will determine the maximum periods for which funds may prudently be committed so as not to compromise liquidity. Investments will be regarded as commencing on the date the commitment to invest is entered into, rather than the date on which the funds are paid over the counterpart.

6. Long Term Investments

Long term investments are defined in the Guidance as greater than 36 months. The Council does not currently hold any long term investments. No long term investments are currently envisaged

7. End of Year Investment Report

Investment forecasts for the coming financial year will be accounted for when the budget is prepared. At the end of the financial year, the Finance Officer will report on investment activity to the Finance Committee

External Borrowing Strategy

I. Introduction

The Council acknowledges the importance of borrowing funds and the financial impact on the Council and the local community. Kingsteignton Town Council will agree borrowing for specific capital projects (as defined in s.16 of the 2003 Act), and gain approval for borrowing by sending an application to the National Association for Local Councils (NALC). All borrowings must be approved by the Full Council.

II. Principles

Before a council can borrow a sum of money, it must first receive an approval to borrow (loan sanction) from the Secretary of State by way of the Department for Communities and Local Government (DCLG), unless it is for a temporary loan or overdraft from the bank or otherwise of sums which the council may temporarily require to meet revenue expenditure. The process to be followed and the criteria applied in deciding whether or not approval should be forthcoming, are detailed in the Guide to Parish and Town Council Borrowing in England, jointly published by NALC. The Council is only authorised to borrow a maximum of £500,000 in any single financial year for any single purpose. The Council will ensure the following criteria when considering requesting a borrowing approval:

- The borrowing should only be used for the purpose of Capital expenditure as defined by S.16 of the Local Government Act 2003
- The borrowing amount should not be less than £5 multiplied by the number of local government electors in the area of the Council on the first day of the current financial year (1 April)
- Any unallocated balances including, where appropriate capital receipts beyond those required for the prudent financial management of the council, should be used in the project for which the borrowing is required
- The Council should have a realistic budget for the servicing and repayment of the debt, taking into account the future effect on the council's precept and cash flow
- The Council must not mortgage or charge any of its property as security for money borrowed.

III. Interest Rates

The Council will look around for the best possible terms when borrowing but will usually use the Public Works Loan Board (PWLb). The Council feels that the fixed term rates offered by the PWLB are relatively cheap and the PWLB loans are most likely to offer stability for the financial planning of the council

IV. Period of Loan

The Council will determine the period of each loan which should not exceed the period for which the expenditure is forecast to provide benefit to the Council i.e. useful life of the asset. The maximum period will begin on the date on which the money is borrowed, and will be:

1. 50 years for acquisition of, or work on or to, land, buildings, roads or structures or;
2. 10 years in all other cases

V. Current External Borrowing

The Town Council currently has no external borrowing.

VI. Further Anticipated External Borrowing

The Council has no plans currently to incur capital expenditure which will require a loan sanction or external borrowing

VII. Review and Amendments of Regulations

This Strategy will be reviewed annually. The Council reserves the right to make variations to the Strategy at any time, subject to the approval of the Full Council. Any variations will be made available to the public.

86/19 Improving the A382 - Letter from DCC asking for letter of support highlighting the benefits of an improved A382 (copy attached)

County Hall
Topsham Road
Exeter
Devon
EX2 4QD

Dated: May 2019

Improving the A382 – we need your help

Dear Sir/Madam,

Devon County Council recognise the need to improve the A382 between Drumbridges and Jetty Marsh. As a result, I am pleased to tell you that Devon County Council will be submitting a business case to the Department for Transport (DfT) for funding to ensure these improvements can go ahead.

Devon County Council will be bidding for around £30 million of DfT funding to provide improvements including a dual carriageway between Drumbridges and Trago roundabout, widening between Trago roundabout and Whitehills Cross, a new road linking the A382 to West Golds Way (Jetty Marsh II), and widening between Whitehills Cross and Churchills roundabout (Exeter Road). New facilities for non-motorised users will also be provided. However, we know there is huge demand on the DfT's budget and the A382 proposals will face strong competition from other schemes across the UK.

That's why we now need your help to make the strongest possible pitch to Government when we submit the business case.

A personal letter of support from you highlighting the benefits an improved A382 will make to your community will help to show that Teignbridge authorities and services fully back the bid and demonstrate the value to the area's economy.

We hope to include many supporting letters from businesses, MPs, local authorities and stakeholders across Teignbridge when we submit the outline business case later this year. If you are able to help with this vital lobbying campaign, please address your letter of support to: **Transport Planning, County Hall, Exeter, EX2 4QD** to arrive no later than **14 June 2019**. Alternatively, you can email your letter to **transportplanning@devon.gov.uk**. Please find enclosed the scheme selection leaflet which provides an overview of the County Council's proposed improvements to the A382. If you would like to know more please visit

<https://www.devon.gov.uk/roadsandtransport/traffic-information/transport-planning/a382-corridor/> or email **transportplanning@devon.gov.uk**.

88/19 Correspondence

- **DALC** – Election of County Committee for 2019-2023 – see attached. Is anyone interested?

Kingsteignton Bowling Club - May 2019

TO: MEMBER LOCAL COUNCILS

ELECTION OF COUNTY COMMITTEE FOR 2019 - 2023

The Devon Association of Local Councils is a membership organisation representing the interests of parish and town councils in Devon. It is run for and managed by its member councils.

The Association has a County Committee (our executive body) which oversees the delivery of our objectives and overall management of DALC and represents the interests of local councils in Devon. The County Committee consists of 33 members, elected by member councils. Representation is based on one member for every ten member councils within each district/borough/unitary area, the total being taken to the nearest whole number. One of these places in each district/borough/unitary will be taken by a councillor from the largest town, which will then take no further part in the election process for the remaining places. Representation will be as follows:

District/Borough	Number of Member Councils	Total seats
East Devon	62	6
Mid Devon	49	5
North Devon	49	5
South Hams	60	6
Teignbridge	46	5
Torridge	48	5
West Devon	42	4
Torbay	1	1

Largest Council	Vacancies to be filled
Exmouth	5
Tiverton	4
Barnstaple	4
Ivybridge	5
Newton Abbot	4
Bideford	4
Tavistock	3
Brixham	1

The Role of the County Committee

The County Committee normally meets 4 times a year on a Monday morning. All members represent the whole of Devon, and all of the association's member councils. As the executive body of the Association it has the following functions:

- elects Chairman, Vice Chairman, Treasurer of the association
- nominates representatives from its number to form the General Purposes Sub Committee which has delegated powers from the County Committee
- control of the associations banking and investments
- through its members, represents DALC on other bodies at a strategic level
- acts to respond to consultation papers to give an overview response from Devon's town and parish councils
- debates matters of local concern and interest (that have a more than local relevance), and where relevant, propose motions to the National Association of Local Councils, or other bodies
- builds up knowledge of its members through information sharing, helping member councils keep abreast of developments and opinions
- enhance communication between members and the association, through representation at local area meetings, or similar groups

Responsibilities of County Committee Members

The Association can only achieve its aims effectively if the decisions it takes reflect our members needs and expectations, whilst balancing local issues, national policies, and statutory requirements.

All members are expected to:

- attend and participate in committee meetings of DALC (normally 4 times per year), and as appropriate, its sub-committees and working groups
- read officer reports and briefing material provided for meetings, and seek clarification where necessary, so as to be properly prepared for discussion
- represent and champion the views of parish and town councils as the tier of local government closest to communities, raising awareness of their work and the issues that are important to them
- adhere to the Seven Principles of Public Life (Appendix A)
- communicate with parishes within their district/borough/unitary, and where possible, attend area meetings on a regular basis to keep abreast of local issues, providing effective feedback to the association
- provide written reports of activities undertaken on behalf of the association, including notes of any meetings attended
- use of email for efficient and effective communication between officers and members

Members may also have the opportunity to:

- represent Devon's town and parish councils at strategic meetings, committees, working groups and other bodies, outside of DALC, both locally and nationally, dealing with issues affecting local councils and communities
- lead on a specific area of work, or project, for the association and/or its members
- attend meetings/events, and/or represent the association at a local or national level.

Nominations and voting

The timetable for this election is follows:

Last date for nominations	- 2pm Friday 30 June 2019
Postal Ballot (if required) complete by	- 2pm Friday 26 July 2019
First Meeting of new County Committee	- 10.00am - 1pm, Monday 16 September 2019

Your council is invited to nominate any suitable person in your district/borough/unitary area, who must be a parish/town councillor, but not necessarily a member of your own council. Two people from the same council

cannot serve on the County Committee; if nominated the one with the fewest votes will be eliminated. Before making any nomination please ensure that your nominee is prepared to stand.

Nominations must be made using the enclosed form, duly signed and returned by 2pm Friday 30 June 2019.

Assuming there are more nominations than places, copies of the last page of each completed form will be sent to all member councils in the district/borough/unitary area with a ballot paper. Ballot papers must be returned by Friday 26th July.

The nominees with the largest number of votes will be appointed to the County Committee.

For further information

For more information about DALC and its committees, please see our website <http://www.devonalc.org.uk/about-dalc>. Alternative, please contact the DALC office for details at 01392 214131 or email enquiries@devonalc.org.uk

Yours sincerely

Cara Stobart, County Officer

Devon Association of Local Councils

t: 01392 241131 ext *200 | e: cara@devonalc.org.uk

Appendix A

The Seven Principles of Public Life

The Principles of Public Life apply to anyone who works as a public office-holder. This includes all those who are elected or appointed to public office, nationally and locally, and all people appointed to work in the Civil Service, local government, the police, courts and probation services, non-departmental public bodies (NDPBs), and in the health, education, social and care services. All public office-holders are both servants of the public and stewards of public resources. The principles also have application to all those in other sectors delivering public services.

Selflessness

Holders of public office should act solely in terms of the public interest.

Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

Honesty

Holders of public office should be truthful.

Leadership

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

Source: Local Government Ethical Standards Report – January 2019