



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.

Members of the public are invited to ask a question or make an observation to the Chairman. 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.

1 November 2018

## **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 7 November, 2018 at 7.00 p.m.** for the purpose of transacting the following business.

*Carol Lakin*

Town Clerk

### **FULL COUNCIL MEMBERS:**

**Mayor: Councillor R Peart**

**Deputy Mayor: Councillor B Austen**

**Councillors: R Bovey, M Chadwick, T Dempster, J Green, K Jones, S Plummer, D Rollason, J Scagell, B Thorne, G Wickham**

- **Police Report** – PCSO Pike and PCSO McCaffery to talk about setting up Community Speed Watch Scheme in Kingsteignton
- **Public Participation**
- **County Councillor Ron Peart's Report**
- **District Councillors Reports: Cllr D Rollason, Cllr B Thorne, Cllr B Austen, Cllr R Peart**

## **A G E N D A**

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



**131/18** To receive apologies for absence and consider if the reason for the absence should be formally approved by the council

**132/18** To receive any declarations of interest

**133/18** To receive the Mayor's Report

**134/18** To receive and approve the minutes of the Full Council meeting held on 3 October, 2018

**135/18** To receive the Clerk's Report

**136/18** To receive the Minutes of the following Committees:

- *Community Hall Committee*: 10 October 2018 – Cllr Jones
- *Recreation/Footpaths/The Fountain Committee*: 10 October 2018 – Cllr Rollason
- *Finance Committee*: 17 October 2018 – Cllr Rollason
- *Works, Services & Planning Committee* – 3 & 17 October 2018 – Cllr Peart
- *Garden Craft and Hobby Fayre Committee* – name to be changed to *The Kingsteignton Show* – 12 October 2018 – Cllr Peart

**137/18** Representative Reports – Brief up-date

**Ball Clay Heritage**

Devon Association of Local Councils

**Feoffees**

Friends of Kingsteignton Library

**Kingsteignton Youth Centre**

Outdoor Bowling Club

**Oakford Lawn (Kingsteignton Village Trust)**

Parish Tree Warden

**Ram Roast Fair**

Rydon Primary School

**St Michaels Primary School**

Sibelco

**Stover Canal Trust**

Swimming Pool Association

**Teign Estuary Focus Group**

Teign School

**Teignbridge Association of Local Councils**

Teignbridge Cycling Forum

**Twinning Association**

Viridor

**Cllr Thorne**

Mrs C Lakin & Cllr R Peart

**Cllrs Austen & Peart**

Cllrs Peart & Wickham

**Cllr Austen Peart & Rollason**

Cllr Wickham

**Cllr Jones**

Cllr Austen

**Cllr Jones**

Cllr Thorne

**Cllr Chadwick**

Cllr Peart

**Cllr Wickham**

Cllr Scagell

**Cllr Green**

Cllr Thorne

**Cllr Wickham**

Cllr R Bovey

**Cllr Peart**

Cllrs Thorne, Wickham, Peart

**138/18** Audit Commission – Completion of Audit 2017/2018 – Information attached.

**139/18** Devon Air Ambulance – Access/Lighting Costs & DAA Grant – Information below

**140/18 Clifford Park** – Referred from Recreation/Footpaths/The Fountain Committee (RFF92/18) – copy of response received from Ms Montgomery, Teignbridge District Council – See below

**143/18 Clearing of The Leat** - to consider quotes – to be forwarded prior to meeting

**144/18 The Fountain** – Referred from Recreation/Footpaths/The Fountain Committee (RFF95/18) – To discuss and approve costings for:

- Brick Paver and clearing of the site – Cllr Jones
- Quote for price of a Mature Tree – Cllr Peart
- Costings for Seats – Cllr Scagell

Cllr Jones to also have obtained permission from Redmayne for painting the walls. *Quotes to follow*

**145/18 Landfill Tax** - to discuss how the Town Council could use these funds – information below

**146/18 CIL Payment received from Teignbridge District Council** - £52,627.73 – representing the local council proportion of CIL received by TDC during the period 1 April, 2018 to 30 September, 2018.

The total amount of CIL funds held will be provided at the meeting

**147/18 Education money received from Penns Mount Section 106** - Liz Knowling TDC has advised that the remainder of the education money for the development at Penns Mount under S106 agreement for 12/01737 from Linden Homes totalling £180,727.68 has been received and sent to Devon County Council.

**148/18 Email received by Cllr Austen from:** Ms J Taylor re Please help make the school streets safer (Email below) – to discuss

**149/18 Kingsteignton Garden, Craft and Hobby Fayre** - Cllr Peart update

**150/18 Correspondence**

- **Reminder:** the Remembrance Day Parade takes place on Sunday 11 November, 2018. Assembly is at the RBL Headquarters, Longford Lane at **9 am** with Parade marching off at **9.15am** along Longford Lane, Exeter Road, Gestridge Road, Oakford, Church Street and Sandpath to the Church. The Parade will move into St Michael's Church for the Remembrance Day Service via the top gate. After the service everyone will congregate for the laying of wreaths at the War Memorial at **11 am** and the parade will reform and march back to the RBL Headquarters. Councillors are asked to attend if possible.
- **Email received by Cllr Austen from:** Ms J Taylor re Please help make the school streets safer:

I am writing to you as your constituent in Kingsteignton East ward to ask you to commit to campaign for action on road safety around Teign school .

Safety around school gates can be vastly improved with the implementation of tried and tested policies. As a councillor you are uniquely placed to work with key stakeholders to make this happen.

Allowing people to park and to drive cars on the street outside our schools poses two key safety risks: unsafe parking and dangerous traffic. Children are not able to safely perceive the speed of oncoming vehicles, and can easily walk between parked cars into the road. These issues have been highlighted by parents and carers as key reasons that the walk to school can be unpleasant, and they constitute major barriers to children walking to school. Cars driving past the school gates also contribute to unsafe levels of air pollution.

As a supporter of UK charity Living Streets, I know there are a number of ways to tackle these issues. In the case of Kingsteignton East I urge you to look at:

### School Road Closures

Closing roads to cars outside schools at the start and end of the school day is a great way to improve the safety of our children's walk to school. It removes both issues of unsafe parking and speeding traffic and also has the positive impact of creating a more welcoming environment and cleaner air for children, parents, and carers.

The school road closure approach has been tested and found to be effective. For example, prior to a road closure outside St Joseph's School in Camden, north London, a governor highlighted that "the immediate area outside the school is actively dangerous. A little girl was actually hit by a car, that was an accident waiting to happen." Now that they have implemented a closure, one councillor said "you can see the real benefits of people walking to school in a safer and calmer environment."

### Controlled Parking Zones

The creation of a controlled parking zone (CPZ) around a school, through which people are prohibited from parking on the streets around the school, can greatly contribute to the safety of our children. A CPZ can halt the risk of children running out between vehicles into traffic, and will make the environment around the school a much more pleasant space for children to start and end the school day.

### 20mph Speed Limits

Speeds over 20mph are incredibly dangerous for our children, and the difference in survival rate between a collision at 30mph and 20mph is huge. 67% of parents across the UK say that cars driving too fast around their child's school worries them from a safety perspective - and this isn't without reason. In 2016, 2186 children aged 15 or under were injured or killed whilst walking during morning or afternoon peak times.

Under Section 6 of the Road Traffic Regulation Act, our council has the power to make a traffic order reducing speed limits where people live, and where children walk and play. By implementing 20mph speed limits around our schools we can ensure that cars are driving at reasonable speeds which allow a much reduced stopping distance and a vastly reduced danger to our children.

As well as creating safe walking routes, we also need to encourage more families to walk to school across the local authority. WOW – the year-round walk to school challenge from Living Streets - is a low-cost and effective way for schools and local authorities to enable and encourage families to walk more. Schools that take part in WOW see an increase in the number of children walking to school and a corresponding drop in cars around the school gates. Behaviour change schemes like WOW are vital to ensure the smooth adoption of any street changes.

Across the country people are campaigning for local authorities like ours to use their powers to take action to improve action at the school gates. You have a real opportunity to take a proactive lead on this in Kingsteignton East ward and to ensure that our area is a positive beacon for child safety.

I look forward to your reply, and to working with you for the safety of our ward's children.

**Next Meeting: 7 November 2018**

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**138/18**

**Audit Commission – Completion of Audit 2017/2018 – Information attached.**

**Final External Auditor Report and Certificate 2017/18 in respect of  
DV0215 Kingsteignton Town Council**

**Respective responsibilities of the body and the auditor**

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with Proper Practices which:

- summarises the accounting records for the year ended 31 March 2018; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and does not provide the same level of assurance that such an audit would do.

**External auditor report 2017/18**

On 28 September 2018 we issued a report detailing the results of our limited assurance review of Sections 1 and 2 of this authority's Annual Governance & Accountability Return for the year ended 31 March 2018. We explained that we were unable to certify completion of the review at that time. We are now in a position to certify completion of the review.

The external auditor report given in Section 3 of the Annual Governance & Accountability Return requires amendments as follows:

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

The smaller authority has confirmed that it has not complied with the governance assertion in Section 1, Box 5 as no risk review had been carried out in the year; this is consistent with the findings of the internal auditor. The smaller authority has provided the appointed auditor with a full explanation for non-compliance and confirmation that the review has been performed and the results presented to the Full Council meeting in June 2018.

**External auditor certificate 2017/18**

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance & Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2018.



**PKF Littlejohn LLP**  
**26/10/2018**

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PKF Littlejohn LLP, Chartered Accountants. A list of members' names is available at the above address. PKF Littlejohn LLP is a limited liability partnership registered in England and Wales No. 0C342572. Registered office as above. PKF Littlejohn LLP is a member firm of the PKF International Limited network of legally independent firms and does not accept any responsibility or liability for the actions or inactions on the part of any other individual member firm or firms.

Toby Russell, Devon Air Ambulance has provided a quote from MAT Electrics for the lighting solution at Five Lanes, involving a single 10m column (Attached). The quotes for the provision of two gates on to the Playing Field at Five Lanes was approved at the October Full Council and if the Town Council approve the quote received from MAT Electrics work will be able to commence on the Night Time Landing site for Devon Air Ambulance, once planning approval has been given.

As already advised to the Council Devon Air Ambulance will cover all Labour costs for the above mentioned work with the Town Council covering the cost of the equipment. A breakdown of these costs is given below:

#### **Costs to be covered by the Town Council**

Lighting – MAT Electrics – cost of equipment	£2,753.53
Installation of Gates at site	<u>£ 950.00</u>
<b>Total</b>	<b>£3,703.53</b>

#### **Costs to be covered by Devon Air Ambulance**

Lighting – Labour costs	£2,877.00
Installation of Gates Labour Costs	<u>£ 450.00</u>
<b>Total</b>	<b>£3327.00</b>

The Town Council also have paid the cost of the Planning Application which was £117

Councillors are asked to approve the cost of **£3703.53** to allow the Night Time Landing site for Devon Air Ambulance to be progressed.

#### **140/18 Clifford Park – Referred from Recreation/Footpaths/The Fountain Committee – copy of response received from Ms Montgomery, Teignbridge District Council – See below**

As requested a copy of the Proludic Consultation was forwarded to Ms L Montgomery, Teignbridge District Council for her perusal and comments. Her response read “That looks really interesting, well done, look forward to hearing what the feedback you get is”

#### **145/18 Landfill Tax - to discuss how the Town Council could use these funds – information below**

## About the Landfill Communities Fund

The Landfill Communities Fund (LCF) is an innovative tax credit scheme enabling operators of landfill sites in England and Northern Ireland to contribute money to organisations enrolled with ENTRUST as Environmental Bodies (EBs).

EBs carry out projects in England, Northern Ireland and Wales that comply with the objectives (Objects) set out in The Landfill Tax Regulations 1996 (Regulations). You can [read about these Objects on the projects page of our website](#).

The Government introduced landfill tax in 1996 to discourage the disposal of waste to landfill and promote more environmentally sustainable methods of waste management. The LCF allows Landfill Operators (LOs) to contribute a portion of their landfill tax liability to community and environmental organisations to 'offset' some of the negative impacts of living in the vicinity of a landfill site.

LOs contributing to the LCF are able to claim a credit (5.3% in 2018/2019 and in 2019/2020) against their landfill tax liability. The percentage is called the diversion rate and is set each year by Government. The credit LOs are entitled to is 90% of the contribution LOs make to EBs. They then either bear the remaining 10% themselves or can ask an independent third party (described as the Contributing Third Party) to make up some or all of the difference.

## About Landfill Operators (LOs)

LOs are organisations which are licensed to run landfill sites. LOs may be large private companies, local authority-owned companies, local authorities or even sole traders.

## Projects

Landfill Communities Fund (LCF) projects focus upon physical work at a single identified site in the vicinity of a landfill site for the benefit of the local community and environment. There are five main areas of work that can be undertaken when utilising LCF monies - these are called the 'objects'.

We assess your application before any work takes place to ensure your project qualifies for LCF funding. To be approved, the objective of your project must be actual physical works at an identified site in England, Northern Ireland or Wales.

Only enrolled Environmental Bodies (EBs) can register a project. EBs register their projects on ENTRUST online (EOL). EOL is a facility that enables you to manage and monitor all of your project registrations electronically. EOL is a quick and easy way for you to manage your project applications and complete all of your statutory requirements under the Landfill Tax Regulations 1996 (Regulations). Please see a guide on registering a project on EOL at the bottom of this page.

When you submit your project application we will assess it to ensure your project meets the criteria in the Regulations. Work can only take place, and LCF money spent, once the project has been approved. All work and LCF expenditure must take place between the start and end dates approved for your project.

The LCF is no longer available to fund projects in Scotland. For enquiries about the new Scottish Landfill Communities Fund (SLCF) or more information on the SLCF please contact the [Scottish Environment Protection Agency \(SEPA\)](#).

The LCF closed in Wales on 31 March 2018 and there is a two year transitional period which will end on 31 March 2020. Registrations for projects based in Wales will cease on 30 September 2019 with all projects needing to be complete by 31 March 2020.

- Object A: The Reclamation, Remediation Or Restoration Of Land Which Cannot Currently Be Used
- Object B: The Prevention Of Potential For Pollution Or The Remediation Of The Effects Of Pollution
- Object D: The Provision, Maintenance Or Improvement Of A Public Park Or Another Public Amenity
- [Object DA: The Conservation Or Promotion Of Biodiversity](#)
- Object E: The Restoration Of A Place Of Religious Worship Or Of Historic Or Architectural Interest