



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.

31 May 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 6 June 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, T Dempster, J Green, K Jones, D Rollason, J Scagell, M Stevenson, B Thorne, G Wickham

- **Police Report**
- **Presentation by CAB – Mr Martin Smith (information attached)**
- **Public Participation**
- **County Councillor Ron Peart's Report**
- **District Councillors Reports: Cllr B Austen, Cllr R Peart, Cllr D Rollason, Cllr B Thorne,**

AGENDA

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



68/18 To receive apologies for absence and consider if the reason for the absence should be formally approved by the council

69/18 To receive any declarations of interest

70/18 To receive the Mayor's Report

71/18 To receive and approve the minutes of the Full Council meeting held on 2 May, 2018

72/18 To receive the Clerk's Report

73/18 To receive the Minutes of the following Committees:

- *Community Hall Committee: 9 May, 2018 – Cllr Jones*
- *Recreation/Footpaths/The Fountain Committee: 9 May, 2018 – Cllr Rollason*
- *Finance Committee: 16 May 2018 – Cllr Rollason*
- *Works, Services & Planning Committee – 2 & 16 May 2018 – Cllr Peart*

74/18 Committees:

- **Complaints Committee** – Chaired by the Mayor – members to be elected
- **Appeals Committee** – Chaired by Deputy Mayor – members to be elected

75/18 Representative Reports – Brief up-date and to fill vacancies

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

Vacancy

Cllrs Austen & Peart

Cllrs Peart & Wickham

Cllr Austen Peart & Rollason

Cllr Wickham

Cllr Jones

Cllr Austen

Cllr Jones

Vacancy

Vacancy

Cllr Peart

Cllr Wickham

Cllr Scagell

Cllr Green

Cllr Thorne

Cllr Wickham

Cllr R Bovey

Cllr Peart

Cllrs Thorne, Wickham, Peart

76/18 Audit 2017/2018 – Approve Accounting Statements 2017/18

77/18 Kingsteignton Youth Centre

- Nominated Charity Trustees – to discuss with Town Council as to Deputy Clerk being appointed
- Copy of Kingsteignton Youth Centre Impact Report – for information

78/18 Allocation of CIL Funds received from TDC - £52,627.73

79/18 CCTV/Lighting – History Garden, Oakford Lawn – information attached

80/18 To review the following Risk Assessments:

- Financial Risk Assessment
- Risk Assessment – Management Control

81/18 Policies for adoption:

- CCTV Policy Statement
- Subject Access Request Policy
- Breach Notification Policy/Breach Notification Form

82/18 To discuss and approve leave of absence from Councillor Stevenson – referred from May Full Council meeting

83/18 Health and Safety – Training Event

IOSH Managing Safety Training is being held by Ellis Whittam at The Exeter Court Hotel, Exeter. This course is a four day event, which has an examination at the end. It covers:

- Risk Assessment
- Risk Control
- Health & Safety Legislation
- Common Hazards
- Investigating Accidents and Incidents
- Measuring Performance
- Environmental Protection

The cost of the event is £445 per person and will enable Officers to improve the quality of Risk Assessments, provide Health and Safety Awareness and is less than paying a settlement for say a broken leg, which could cost the council between £5-6000. To consider Mrs Lakin and Mrs Lewis-Clarke to attend on behalf of the council.

84/18 Correspondence

Next Meeting: 4 July 2018

78/18 Kingsteignton Youth Centre –

- Nominated Charity Trustees – to discuss with Town Council as to Deputy Clerk being appointed

Kingsteignton Youth Centre are looking to appoint a further Trustee and would like the Town Council to consider this request as to appointing the Deputy Clerk, Mrs M Lewis-Clarke.

“ (a)Kingsteignton Town Council (“the Nominating Body”) may appoint one charity trustee. (b) Any appointment must be made at a meeting held according to the ordinary practice of the Nominating Body. (c) Each appointment must be for a term on 1 year (d) The appointment will be effective from the later of: (i) the date of the vacancy, or (ii) the date on which the charity trustees or their secretary or clerk are informed of the appointment (e) The person appointed need not be a member of the appointing body. (f) A trustee appointed by the Nominating Body has the same duty under Clause 9(10 as the other charity trustees to act in the way he or she decides in good faith would be most likely to further the purposes of the CIO (Taken fro Kingsteignton Youth Centre CIO Constitution January 2017)

80/18 CCTV/Lighting – History Garden, Oakford Lawn – information attached

We had a very productive meeting on Wednesday 23 May, 218 with Toby Smith/Andrew Stevens (Sound and Vision)Paul (Western Power Distribution) and Cllr Ron Peart.

Western Power stated that they could place a 9 metre wooden pole at the far end of the garden which would link in from a pole in Broadway Road. This would require a way leave which would need a 99 year on the pole.

(A **wayleave** is the **consent** in writing that allows us to carry out work on privately-owned land. It's a written legal **agreement** between Openreach and the land/property owner that grants us access to install, maintain or repair our network equipment.)

The point of connection from the pole would extend 10 metres out. Western Power will give a quote for this ASAP. They will not quote for the digging of a trench which will be required as 600 deep.

Discussed in depth with Mr Stephens as to what type of cameras and pole would be suitable. It was decided that we would require 5 x cameras positioned on a 6 metre pole. 4 of which would have a 360 degree view 2 into the history garden and 2 into the actual park with the remaining needing to be a PTZ camera.

The cameras would be 8 megs ultra HD quality.

The cameras and pole would need to be sited as you look into the history garden approx. 1 metre in front of the second wrought iron fence on the left side. A 1 metre cube concrete base with foundations will need to be built to place pole/recording system on. AS will provide photographs of similar systems that he has located in order for us to see how this will look etc. We discussed security of the system and he will also provide photos which will show security and the fact that extra security locks can be added in.

A long discussion took place with regards to the broadband siting and where it could be picked up to incorporate The Fountain / Oakford Lawn/ Retail Park.

It was suggested that St Michaels Church Tower would be an ideal location for this to be sited and AS agreed.

Mr Stephens stated that a site visit would be required in order for him to confirm this.

Mrs Lewis-Clarke to contact Father Mark Smith and put this proposition to him and if he is in agreeance for a site visit to take place be put in touch with Mr Stephens.

This will not hold up the siting of the cameras at Oakford Lawn as they could still be placed using initially the link recorder which will be placed at the site.

TS was present throughout and happy with all suggestions made.