



KINGSTEIGNTON TOWN COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON WEDNESDAY 6th April 2022 AT THE COMMUNITY HALL, RYDON ROAD, KINGSTEIGNTON AT 7.00 pm

Present:

Mayor: Councillor Peart

Deputy Mayor: Cllr Scagell

Councillors: Austen, Field, Jones, Stacey

Town Clerk: Mrs M Lewis-Clarke

Public: Reverend David Goddard

Police Report

Drunk and Disorderly 1

Making off without payment 3

Criminal Damage 3

Theft from shop 1

Possession of Drugs/ Weapon 3

Theft 1

Burglary 1

Dangerous Dogs 1

We are continuing to patrol the parks, Graffiti found on the ramp on 270322. Identities of 4 youths were given to Teign School, and their parents have been contacted. Strong words of advice given it is understood the parents were quite happy to get their child to wash the graffiti off.

Dog Incident Long Barton.

We are working closely with the RSPCA, and a crime has been created, however the incident is being investigated by the RSPCA. It is understood there is now no dogs living at the property.

I understand questions were raised regarding the first incident with the dogs, which I was involved in. As you are aware the information is data protected and would have appeared on the Police Report as a Dangerous Dog incident, however I can tell you that the owner has been charged and is due in court any day now.



Public Participation

There were no public present at the meeting.

County Councillor R Peart's Report

Homes for Ukraine scheme and support (Provided by [Simon Kitchen head of communities](#))

I thought it was timely to provide an update regarding our support to *sponsors* and *guests* arriving in Devon.

The Council, alongside Team Devon colleagues and partners, have made considerable progress this last week contacting several hundred potential sponsors to conduct and complete required DBS checks.

In addition, working with councils across Devon, we have developed and implemented a property and people appraisal process. District councils have started to check a range of sponsor properties using this, and this will accelerate the work this week.

There has been considerable national commentary regarding the delays in people able to arrive in the UK, including their visa application status. I would stress that decisions regarding visas and travel are not connected to the local work we are undertaking and people will travel to the UK when granted permission by the UK government. DBS and housing safety checks can be completed post-arrival and are not part of the visa application process.

We are working with partners to ensure we can make early payments to sponsors and guests and alongside this, we are developing clear processes regarding school admissions, health registration and access to Universal Credit and other benefit entitlements.

We have a shared microsite <https://www.devon.gov.uk/supporting-ukraine/> which is evolving rapidly as we get clarity on the latest guidance and information for guests and sponsors.

Last week we documented the process and information for sponsors, this week the priority is information for guests, in the form of an online 'welcome pack'. You should consider this site the definitive source of key information relating to the scheme in Devon. We are considering launching a joint, Team Devon, single telephone number for enquires with organisations from the voluntary and community sector. Further, we are currently in negotiations with several organisations to provide a consistent and comprehensive offer of wrap-around support, across each locality in Devon. I will update you on both aspects of this later this week. In the meantime, if you have key questions that you or constituents would like an answer to, we have a dedicated e-mail address health.ukraineresettlement-mailbox@devon.gov.uk.

We will be building on and further developing ESOL (English for speakers of other languages) provision in Devon for this community and how best we can link key organisations providing support to local speakers for translation, alongside large providers of telephone and internet-based translation options.



The immediate support to people fleeing conflict will continue to be a complex and significant challenge for councils, statutory agencies and voluntary and community sector colleagues in the weeks ahead. I am pleased to say that Devon has already developed a considered and agile response, which will however need to continue to evolve and adapt.

District Councillors' Reports

Councillor B Austen

The past year has been a very different year for district councillors with all but the last few months being organised visual meetings. This has meant that councillors have not achieved the usual relationships which develop from easy access and for those elected at the last election they have not benefitted from familiarising themselves with procedures and getting to know colleagues.

The district councils internal migration data indicates that 69% of house sales in the past year, both new and second hand were from the Exeter and Torquay postcodes and of the 6,681 people moving to Teignbridge 62% came from the south west. Of those moving away 71% moved to other parts of Devon.

Good progress is being made to cut carbon emissions. Traditional heating will be replaced in Broadmeadow Sports Centre, Teignmouth Lido, and Newton Abbot Leisure Centre where heating and lighting will be replaced by low carbon alternatives which will cut costs as well as contributing to our efforts to combat climate change.

Devon Councils are working together to work out how to provide services for refugees in order to provide support for the scheme including property inspections, support provision and safeguarding checks.

Councillor R Peart

On Wednesday 25th March a Covid Memorial tree was planted in the grounds of Old Forde House to mark the National Day of Reflection, held on the second anniversary of the national lockdown in May 2020. The tree a [Sweet Gum tree] will symbolise the Teignbridge residents who have died from Covid, and will provide a lasting testament to the outstanding efforts from individuals and groups across the district, who have helped people affected by the pandemic.

Community grants available for wildlife projects,

Community grants are available for community groups or partnerships, town or parish councils to support wildlife projects ideas, and create long term benefits for wildlife. This could range from gardens and parks to churchyards, orchards, window boxes, ponds and ditches or buildings. The grants are being made available by Devon Community Together as part of their Wild About Devon projects, and can be used to kickstart new projects, or to advance an existing wildlife initiative. For more information, please visit the website

Councillor D Rollason

For me March was a relatively quiet month committee wise, however there are a number of noteworthy issues around at the moment.



Tuesday 29th March

- Teignbridge District Council Overview and Scrutiny Committee
There was a report to the committee from Cllr Dewhirst the Deputy Leader of the Council, and Executive Member for Recycling, Household Waste and Environmental Health. Over the past year, recycling rate remained at 56% despite challenges posed by Coronavirus and HGV driver shortages, recycling tonnages rose by over 2200 tonnes, residual waste by over 2000 tonnes. The cost of collecting household waste & recycling is £54.62 per household per year and street cleansing is £23.37/ per household per year.
- Homelessness Strategy
The basic observation from a member was there simply are not enough homes. However, this strategy shows significant benefits from consultation with people experiencing homelessness and other organisations involved one way or another. The Teignbridge District Council 100 scheme has been included as a significant mitigating contribution along with other approaches.
- Performance report on New Homes performance indicators
I asked the question in relation to the performance monitoring report, what is the Government response to our housing performance indicators repeatedly showing underperforming. Although the causes are beyond Teignbridge District Council influence the answer seems to be risk losing some control over what is built; “The Government’s response to persistent under delivery against our housing targets it to apply penalties and the ‘presumption in favour of sustainable development’. This makes it more likely that development proposals for housing on sites that are not allocated will be allowed”

Other news that I think is worth reminding ourselves about

Refugees

Following on from the Government's recent announcement last, Teignbridge Council is stepping up its response, alongside key partners, to the” Homes for Ukraine scheme”. This has now gone ‘live’, enabling local sponsors to match with guests from Ukraine.

The key initial role for Local Government, as outlined in Government guidance, is to develop processes to i) conduct a DBS check for all adults within the sponsor family; ii) assess the sponsor’s accommodation; and iii) to assess any key safeguarding risks arising in each match.

You can find the latest information and wider background and links on the Devon stands with Ukraine website.

Planting the Covid Memorial tree 23rd March 2022

The tree was planted in the grounds of Old Forde House and will symbolise the Teignbridge residents who have died from Covid and will provide a lasting testament to the outstanding efforts from individuals and groups across the district, who have helped people affected by the pandemic.



Devolution update.

Just to remind members that the Governments devolution plans continue with significant implications for Local Government in Teignbridge and Devon. There is currently a briefing note for Members “A Devolution Deal for Devon, Plymouth and Torbay” is being circulated through each authority. It is accompanied by a copy of the submission made on behalf of all authorities involved in shaping the proposal.

Devon climate assembly consultation is now open 17th march to 14th April

Devon Climate Emergency's consultation to give Devon residents a final chance to give their views on the Devon Carbon Plan is underway with the focus on three vital areas: buildings and transport, which account for 70 per cent of Devon’s carbon emissions, and onshore wind. You can respond to the consultation questionnaire online or at the library where there are copies of the consultation and questionnaires.

Those who want to complete the questionnaire at home can order a free copy by emailing environmentalpolicy@devon.gov.uk or by phoning 03451551015.

Councillor B Thorne

No report

MINUTES OF THE FULL COUNCIL MEETING HELD IN THE COMMUNITY HALL, RYDON ROAD, KINGSTEIGNTON ON WEDNESDAY 6th April 2022 AT 7.03 PM

52/2022 Apologies

Resolved: Apologies were received and accepted from Cllrs Rollason, Ripping, Plummer and Thorne.

53/2022 To receive any declarations of interest.

There were no declarations of Interest.

54/2023 To receive the Mayor’s Report

I attended a meeting at Kingsteignton Medical Practice, the meeting was to discuss Food provision and Fuel increases for residents in Kingsteignton and other areas. Attending the meeting was Maggie Bonnal Father Mark Smith David Goddard and Cllr David Cox. The reason for the meeting was to work out the best way to work together to sign post where resident can go to access food and how to obtain funding for Fuel increases which will affect everyone in the months ahead. We agreed to pool our local knowledge and work together and start a list where funding can be applied for and work with the Food Bank at



Abbrook, we decided not to pursue the idea of a community Fridge for excess food for residents to access because a van was spotted emptying out the one in Chudleigh on their CCTV. I have also mentioned I sit on the Devon Education Trust residents of Devon can apply for funding for Higher Education buying books, laptops, expeditions, travel. School aged Children cost of one-to-one tuition, school trips. Sports, Activities and Arts, equipment, music, dance, and drama lessons, travel. Children with Special Needs. We can help with the cost of medical aids, emotional and learning issues. Getting into Work. We can help with buying special clothing, equipment, tools, travel. The aims of this trust are to provide financial support to young people under the age of 25 years who live in Devon. Website devoneducationaltrust.co.uk The committee decided to meet again in July for update from this meeting. My wife and I have been invited to attend an Easter Concert at URC Church Kingsteignton performed by Choir 86 in memory of one of our councillors who as sadly Passed away. I will also attend the Funeral Service of a former member of the Friends of Kingsteignton Library who sadly Passed away after a lengthy illness.

55/2022 To receive and approve the minutes of the Full Council meeting held on 2 February 2022

The mayor presented the minutes of the meeting held on 2 March 2022.

Resolved: Minutes adopted

56/2022 To receive the Clerk's Report

- The Vandal Proof benches that were ordered for Oakford Lawn have been received and will be installed by Hull Landscapes shortly.
- I must apologise as the Finance Committee meeting of 9 March 2022 were informed that the budget agreed for Grants was £10,000 in total. The budget for Grants was discussed and agreed at the February Full Council meeting and I did not forward on the amount agreed of £14,600 – total for S137 and General Grants to Mr Banner. Grants were agreed at the Finance meeting following careful consideration by the committee and I do not consider that these need to be revisited, but will place an Agenda item on the Finance Committee meeting for councillors to decide how they want to address the surplus funds available – a) that these should be considered to allocate to other grant applications that are presented during 2022/2023 or b) that the council should invite organisations to apply for grants again later in the year, say September.
- Clifford Park – Cllrs Peart, Scagell and Mrs Lakin have met with Proludic and the new equipment for Clifford Park has been ordered. It is hoped that the upgrading of the play area will commence on 23 May 2022 and be completing before the school summer holidays start.
- We have received two applications from residents to fill two of the three councillor vacancies that we have. Interviews will be held on Wednesday 13 April 2022 at 6.30 pm, before the Finance meeting. Agendas will be sent out.



- The latest newsletter has now been delivered throughout the Town and work is ongoing with the Annual Report and on producing a new Town Guide.
- A quote has been received from Compwiz for the installation of a ceiling mounted projector in the main hall and this will be discussed later in the meeting.
- Our annual Health and Safety Review has been conducted and it highlighted trip hazards in the main office with wires trailing across the floor. Work is due to take place on Friday 8 April 2022 for the wires to be taken under the floorboards to remove all hazards.

The yearend Internal Audit has been carried out as far as possible, but still needs all the AGAR forms to be completed. A report from the Internal Auditor is due to be received sometime in May. This will be brought to Full Council at the next meeting after it is received

57/2022 To receive the minutes of the following Committees:

Finance Committee - Cllr Field presented the minutes of the meeting held on 9 March 2022. **Approved.**

Community Hall/Recreation Committee – Councillor Scagell presented the minutes of the meeting held on 16 March 2022. **Approved.**

Works, Services & Planning Committee – Councillor Peart presented the minutes of the meetings held on 2 & 16 March 2022. **Approved.**

58/2022 Representative Reports
Kingsteignton Swimming Pool -Cllr Scagell

COMMITTEE MEETING 31st January 2022 @ 4 Golvers Hill Road 6.30pm

Present: Clair Parker – Acting Chair (CP), Julie Roberts (JR) – Treasurer, Andy Holmes (AH) , Andy Dunn (AD), Craig Belmore (CB), Dan Smith (DS), Alison Dodsworth (AlID), Soo Panayi (SP)

Minute Taker Linda Dawe (LD) - Secretary
Meeting started at 6.38pm

1. **Apologies** Jill Morris, Shelagh Parker, Andy Dunn, Lucy White, Andy Holmes
2. **Issues of a pecuniary nature (conflicts of Interest)** – None declared
3. **Chairperson’s report** – Positive response from the open meeting held at the pool with several volunteers coming forward as a result. Some of those volunteers have taken on tasks already and we have had a fundraising committee formed who are now working on grant applications. Been in touch with Kingsteignton Town Council about support from them and fundraising for events.



1. **Treasurer's report** - £54,994.51 in current account. Transferred £1,000 into savings account making £6,340.09.
4. **Safeguarding issues** – none reported
5. **Matters arising from previous minutes.** Previous minutes agreed as a true record and signed by Chairperson CP

Name	Action Point	Met/ Ongoing/
Julie Roberts	Flowers for Jan Collins and Jill Morris	These have been purchased and delivered - CLOSED
ALL	Open meeting Saturday 8 th January	This was a huge success with approx. 20 people attending. As a result, we have several people willing to help with fundraising/kiosk/ gardening/ maintenance and other necessary tasks CLOSED
Dan Smith	Dan will look into getting Office 365 setup for the pool and set up new email addresses. Dan will find out whether the card machine can be taken to Bingo sessions	Now done, see item 10 on this meeting's agenda Card machine not needed for Bingo as agreed to be cash only. Need to add new directors
Julie Roberts	Gift Aid Registration	Ongoing
Linda Dawe	Christmas Lights – thank you via MDA	Done - CLOSED
Andy Holmes	Electrical Testing quote	Andy has done some initial checks and has identified that the socket in the ladies changing rooms is not appropriate and needs replacing. Ongoing
Andy Holmes and Andy Dunn	Memorial Garden and plaque	AD has done the memorial plaque for Maureen Cole and placed in by the tree bought in her memory - CLOSED
Andy Dunn	Decorator Pat Haynes has offered his services to the pool and has identified some free time next weekend. Andy to coordinate with him	ongoing
Shelagh Parker	Rolled up holiday pay	Carried forward to next minutes



6. **New members / volunteers** – We have invited Lucy White who has been very proactive about becoming involved in fundraising. 2 people have mended the door to the tool store for us. 30 people have come forward so far. **CP** will make contact with all people who have come forward.
7. **Sub committees** – Fundraising subcommittee AliD, CB, Gill Brookman, Lucy White. KIOSK – Soo has a list of volunteers who she will contact. **ALL** Directors must make sure that any volunteers complete a volunteer application form. Maintenance and gardening have contacts with volunteers. **DS** to set up a folder for volunteers that we can keep an application form in. **AllyD** suggested we have a list of projects that the fundraising committee can use for applications **LD** to set up a list in shared folders.
8. **Risk Assessment** – CP We have been approached by a individual who runs a company to conduct our NOP, EAP and risk assessment. We have agreed that we need a procurement policy so that decisions about spending can be made. Regarding the risk assessment CP will go back and negotiate an acceptable rate and the committee will take a vote on whether to accept it. **LD** suggested having a procurement policy so enable us to take decisions quickly on necessary purchases and spending. A volunteer has offered to look at writing one for us.
9. **HSE – AllyD** Ally gave feedback about a course she had been on regarding risk assessment and HSE requirements for the pool. She has gathered some useful information regarding pots of money to be applied for and will send the details onto CP
10. **Opening Date 2022.** CP proposed that the suggested opening date could be 9th or 15th April. CP proposed an open day for volunteers and staff on the Thursday before.
11. **Pricing for 2022.** Everyone agreed that we put the price of school hire up by £5 per hour. Teaching costs will stay the same. Everyone has been asked to consider prices for this season. **ALL TO CONSIDER AND BRNG**
12. **Folders for shared drives DS/everyone** DS gave everyone a demonstration of how emails and Microsoft teams work and issued new email details to all present. LD will set up new folders for all to see and contribute to
13. **Rebranding** – costing, what's involved/ priority? Decided to save the rebranding for the future. DS has applied to Vodaphone for wifi and sim cards for the pool.
14. **Key list** – who has them and who needs them. How many sets are there in total? Andy D wasn't present, needs to be on next meeting agenda **CP** to contact Andy
15. **Date for AGM** – Thursday 17th March 6pm suggested date followed by committee meeting. **CP** to contact person who said they may be able to book Town Hall rooms at reduced cost.
16. Date for next meeting – Monday 28th February

Chairmans report:

Welcome everyone to the meeting.



This is a position I have taken over due to the resignation of the chairman Jan Collins in October 2021.

I would like to start by thanking Jan for all her hard work over many years. We would also like to thank Jill Morris who has retired from the president's role.

The 2021 season was unusual due to the covid situation. We had to set up new systems for booking online for swims, change the pool programme to accommodate Government restrictions and we had to avoid cash payment at the pool. We also had to limit numbers due to Government restrictions and close the changing rooms for the same reason. This meant our normal memberships were not available and people had to pay per swim. The impact was over 47% of people who had memberships in 2019 did not return at all in 2021. We did have both the local secondary and primary schools return and were busy in our swimming lessons with young children whose introduction to swimming had been delayed. We would like to thank all of those who did support us.

The financial impact of this will be discussed in the treasurer's report.

During the 2021 season our opportunity to fund raised was also reduced due to the pandemic, however, we would like to thank Linda Brewer and the bingo team and Kingsteignton Town Council for their continued support of the pool with their generous grant.

We were fortunate that the condition of the pool was good following the closure of 2020 and the only major replacement needed was that of a pump within the pool plant room.

We are looking forward to the 2022 season with a largely new committee and team of helpers. Our main focus for the season is to engage the community in using the pool more widely again and to gain funding for sustainable energy sources to reduce our carbon footprint.

59/2022 Election of Mayor and Deputy Mayor.

Resolved: That Cllr R Peart continue in office as Mayor with effect from 4 May 2022.

Resolved: That Cllr B Austen with effect from 4 May 2022 takes on the position of Deputy Mayor.

Cllr Peart thanked the outgoing Deputy Mayor for all her hard work during her time in Office.

60/2022 To Note the LGS Pay agreement 2021/2022 for Staff.

Resolved: Noted

61/2022 Speed/Flashing signs Kingsteignton

Resolved: that Cllr Peart make enquiries regarding the placing of portable speed/flashing signs within the Town. Once he has collated relevant information/prices information to be taken back to FC for further discussion.



62/2022 Policies for Review:

- **Operation London Bridge.**

Resolved: Noted and accepted.

- **CCTV POLICY.**

Resolved: That: the wording within this policy regarding authorisation be changed:

- to include where authorisation has been given 'Deputy Clerk'.
- Viewing Images: Where mention is given to Town Council staff this be changed to 'Clerk/Deputy Clerk/Mayor'. Where mention is given to Town Clerk, 'Deputy Clerk' to be added.
- All other mentions of Town Clerk within the Policy should have the word Deputy Clerk/Mayor added.

- **Anti-Fraud and Corruption Policy**

Resolved: Noted and accepted

63/2022 Consider Quote for Installation of Projector in CH main hall.

Resolved: That the Quote received from BVEC be approved and accepted.

64/2022 Kingsteignton Wildlife

Members were passed a copy of the minutes from the Kingsteignton Wildlife meeting prior to the meeting.

Cllr Field provided the committee with a brief update on proposed future projects.

65/2022 Delivery of Town newsletter

Resolved: that all future deliveries be paid at an increased rate of 10p per item.

66/2022 Action to Tackle the Climate Emergency

Resolved: That: Cllr Thorne to liaise with Jon Watson regarding the sharing of ideas on this project. To be further discussed once this has been actioned.

67/2022 Community Hall Chairs

Resolved: That:

- the green fabric chairs can now be used for hall bookings, including KCBC and Messy Church.
- A steam cleaner is purchased for cleaning the fabric chairs.
- A budget of £200 has been set.



68/2022 Correspondence

There was no correspondence

The meeting closed at 7.47pm

The next meeting will be held on Wednesday 4th May 2022

Signed:..... Dated: