



# Kingsteignton Town Council

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 prior to the meeting if there is an 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.

26 May 2022

## **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 on **Wednesday 1 June 2022 at 7.00 p.m. in the Mary Hall Suite at the Community Hall, Rydon Road**, for the purpose of transacting the following business.

*Carol Lakin*

Town Clerk

**Can Councillors please email written reports to the Town Clerk prior to the meeting for circulation to committee members so they can be taken as read at the meeting.**

**Entrance to the Mary Hall Suite will be directly into this room. Door to the far left of the Main Door.**

- Circulation of paper documents is suspended
- There will be no drinks provided. Councillors are encouraged to bring their own with them.
- Hand sanitiser will be available

## **FULL COUNCIL MEMBERS:**

**Mayor: Councillor R Peart**

**Deputy Mayor: Councillor B Austen**

**Councillors: I Burrows, T Dempster, M Field, J Gregson, K Jones, D Ripping, J Scagell, J Stacey, B Thorne,**

# A G E N D A

## Council not in formal session

- **Police Report – Inspector Hammond and PS Jason Morrison**
- **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 Report** – to receive report from our Devon County Councillor
- **District Councillors Reports: Cllr B Austen, Cllr R Peart, Cllr B Thorne, Cllr D Rollason** - to receive reports from our Teignbridge District Councillors

## Council in formal session

- 89/2022**      **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.
- 90/2022**      **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)
- 91/2022**      **Declaration of Acceptance of Office – Mr Ian Burrows**
- 92/2022**      **To receive the Mayor's Report**
- 93/2022**      **To receive and approve the minutes of the Full Council meeting held on 4 May 2022**
- 94/2022**      **To receive and approve the Clerk's Report**
- 95/2022**      **To receive the minutes of the following Committees:**
- *Extra Ordinary Full Council meeting – 11 May 2022 – Cllr Peart*
  - *Community Hall/Recreation – 18 May 2022 – Cllr Scagell*
  - *Works, Services and Planning – 4 & 18 May 2022 – Cllr Peart*
- 96/2022**      **Representative Reports – Brief up-date (Reports to be received prior to the meeting in writing please)**



# Kingsteignton Town Council

## Organisation

Ball Clay Heritage  
**CAB**  
Climate Emergency  
**Devon Association of Local Councils**  
Feoffees  
**Friends of Kingsteignton Library**  
Hackney Marshes  
**Kingsteignton School**  
Kingsteignton Youth Centre  
**Outdoor Bowling Club**  
Oakford Lawn (Kingsteignton Village Trust)  
**PCC**  
Parish Tree Warden  
**Ram Roast Fair**  
Rydon Primary School  
**St Michaels Primary School**  
Sibelco  
**Stover Canal Trust**  
Swimming Pool Association  
**Teign Estuary & Coastal Partnership**  
Teign School  
**Teignbridge Cycling Forum**  
The Stover Advisory Board  
**Twinning Association**  
Frank Solutions (Viridor)  
**KingsCare**  
The Old Rydon  
**Speed Watch**  
Kingsteignton Wild

## Representative

Cllr Thorne  
**Cllr Peart**  
Cllr Thorne  
**Mrs C Lakin**  
Cllr Peart  
**Cllr Dempster**  
**Cllr Field**  
**Cllr Peart**  
Cllr Austen  
**Cllr Peart**  
Cllr Jones  
**Cllr Thorne/Mrs Lewis-Clarke**  
Cllr Austen, Thorne  
**Cllr Dempster**  
Cllr Ripping  
**Cllr Peart**  
Cllr Peart  
**Cllr Ripping**  
Cllr Scagell  
**Cllr Dempster**  
Cllr Peart  
**Cllr Dempster**  
Cllr Thorne  
**Cllr Peart**  
Cllr Thorne  
**Cllr Thorne/Scagell**  
Cllr Peart  
**Cllr Dempster**  
Cllrs Field/Thorne

### 97/2022      **Audit 2021/2022 – Approve Accounting Statements – documents to follow**

- **Completion of Annual Governance Statement 2021/2022**
- **Audit 2021/2022 – Approve Account Statements**
- **Final report from Internal Auditor for 2021/2022**

### 98/2022      **Code of Conduct – to consider and approve updated Model Code of Conduct provided by Local Government Association - copy attached**

### 99/2022      **To review and approve the following policies: (Copies attached)**

- **Risk Assessment**
- **Annual Investment Strategy and Risk Management**

- **Internal Control Policy**
- **Staff Appraisal Policy**
- **Homeworking Policy**

**100/2022 To consider and approve Mayor's Allowance for 2022/2023 – (2021/2022 £1500)**

**101/2022 To discuss and approve Job Evaluation quotes received from:**

- Ellis Whitham/Work nest £110 per hour with a price increase as of 1<sup>st</sup> May 2022. Time required for the JE process will be dependent on quality and accuracy of job descriptions. However, we estimate the assignment will take between 17 - 20 hours
- LCC - £2555 With a price increase as of 1<sup>st</sup> May 2022.
- Council and Governance Support. Job evaluation of all posts and provide a detailed report= £600. Attend a virtual meeting to present the report = £100  
Discounted additional HR support post adoption of report £55 per hour

**102/2022 To discuss grant application received from The Old Rydon to assist with the cost of ramps for disabled access – application attached**

**103/2022 To discuss rent payable by Kingsteignton Bowling Club - Rent paid 2021/2022 £450**

**104/2022 To discuss quote received from Compwiz for a motorised projector lift/mount for the Main Hall with remove controller and HDMI extender to reach required height - copy of quote attached**

**105/2022 Correspondence**

- Contribution towards grass cutting received from Devon County Council totalling £4991

**Next Full Council meeting: Wednesday 6 July 2022**



# Kingsteignton Town Council