



## **KINGSTEIGNTON TOWN COUNCIL**

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

Present:

Mayor: Councillor Peart

Councillors: I Burrows, M Field, J Gregson, K Jones, D Ripping, J Scagell, A Tillson-Hawke

Town Clerk: Mrs C Lakin

#### **Police Report**

The following report was received from PCSO Vanessa Pike:

##### **Police Report June**

Theft from vehicle 4

Criminal Damage 5

Theft from Shop 2

Possession Offensive Weapon 1

Theft of a motor vehicle 1

Drug/Drink Driving 3

Robbery 1

Relatively quiet month, Parks are continually being monitored.

Summer ASB ( Anti-Social Behaviour) patrols:

ASB patrols have been arranged for the 6 weeks School summer holidays . 2 Officers per vehicle will be task to patrol problem areas.

#### **Public Participation**

There was no public participation.

#### **County Councillor R Peart's Report**

Citizens Advice Devon Service Report.

Quarter Four: 1 January to 31 March 2022.

This quarter has seen further increases in the number of people helped and issues resolved.

Income gains for our clients exceeds £15. 8 million for the full year and at the same time more than £2.8 million of debt has been written off annually, 74% up on the



previous year. There is a worrying trend of increased demand for dept advice, which is up 58% compared to previous year.

Demand for advice is higher now than at any time during the pandemic due to the mounting pressure on household finances from the cost of living crisis.

Following the government 's pre- Christmas move to plan B measures, this quarter local Citizens Advice have focussed on the reinstatement of face to face appointments where this is essential to resolving the client issue, and the recommencement of face to face drop in services. LCAs are facing challenges balancing resourcing across the range of access channels, with some reports of low client take up for drop in services and temporary suspension of some digital access.

The continuing impact of the withdrawal of Universal Credits £20 uplift coupled with the cost of living rises have contributed to a 15% annual increase in support with Universal Credit claims, demand for help with other welfare benefits and tax credits increased by 10% issues about utilities including energy have risen 88% on previous year.

LCAs report generally good engagement around supporting families arriving from Ukraine, with some funded services already in place. We will look to report on the the number of Ukrainian nationals supported in future reports.

## **District Councillors' Reports**

### **Councillor B Austen**

No report received

### **Councillor R Peart**

Cllr Peart advised that his District Councillor report is the same as his Mayors Report as he attended events as a Town and District Councillor.

### **Councillor D Rollason**

Here is my report on the meetings I attended as Teignbridge District Councillor in the previous month;

It has been a quiet time regarding my committee meetings; however, I have attended several training and briefing sessions and the raising the flag day for the Armed Forces. It is very important that we recognise the sacrifice and invaluable service given to us by those in the services and how vital it is in this time of European conflict.

In terms of other Teignbridge District Council activity, I recommend to you the very good information in the "Residents update" newsletter and on the Teignbridge District Council website such as briefings on the energy rebate payments and consultations on progress. I am happy to discuss any questions or issues you have.



## **Councillor B Thorne**

There have been few meetings of late and none that have presented a voting situation for myself.

However there have been some very useful training meetings including Audit Scrutiny and the annual Planning training for those involved and/or interested. I feel that with constant change in both areas it is necessary for these valuable sessions to be repeated regularly especially with increasing demands being put on Councillors.

With Audit Scrutiny it was suggested that members might exercise suitable and considered scrutiny of financial operations especially where value for money and security is concerned. A key theme also seemed to be involvement with internal auditors by the members which I thought would be worthy of further enquiry.

Considerations that I did introduce in the Planning training was the likely increase in the amount, detail and then the capability of TDC to handle the required Biodiversity Net Gain a subject becoming critical for the wildlife and habitat preservation local to us all. The information given suggested further enquiry should be made by members.

**Those interested should also visit the Major Projects section of the Teignbridge District Council website – where The Garden Community, Connecting to Nature and the LCWIP will have major impacts on us into the future (maybe because we do not feature sufficiently in their plans and funding?) and whether we should actually have more influence on what is proposed finally.**

**Presumably everyone has registered for the periodic/weekly information bulletin: The Residents Update from TDC which covers things in great detail. Also the Residents Panel has been active again on various consultations which you can become a member of.**

## **MINUTES OF THE FULL COUNCIL MEETING HELD IN THE COMMUNITY HALL, RYDON ROAD, KINGSTEIGNTON ON WEDNESDAY 6 JULY 2022 AT 7.05 PM**

### **PART 1**

#### **106/2022 Apologies**

**Resolved:** Apologies were received and accepted from Cllrs Austen, Dempster, Stacey and Thorne

#### **107/2022 To receive any declarations of interest.**

Cllr Burrows declared an interest in Agenda item: **120/2022** - Temporary closure on Hele Road with the junction of Exeter Road.



## **108/2022 Declaration of Acceptance of Officer – Mrs Alys Tillson-Hawke**

Cllr Tillson-Hawke read and signed his Declaration of Acceptance of Office. She will sit on the Works, Services and Planning Committee.

## **109/2022 To receive the Mayor's Report**

My wife and I attended Teignbridge District Council flag-raising, which took place at Old Forde House, Newton Abbot. This Civic event was in honour of serving and veteran members of the Armed Forces, as well as highlighting the 40th anniversary of the Falklands War. As a nation we owe an immeasurable debt of gratitude to the Armed Forces who retaken the island at a cost. After the Civic event everyone went inside for refreshments this was a good time to speak to everyone who attended including Cllr Beryl Austen our District Councillor, and Deputy Mayor.

Our next invitation was to the Rotary Civic Reception.

The Mayor of Newton Abbot, Carol Bunday and the President of Newton Abbot Rotary Club, Jeremy Newcombe invited My wife and I and our Clerk, Mrs Lakin, to the 100th Anniversary of the formation of Newton Abbot Rotary Club 1922. The event was held at Newton's Place in the Council Chamber. The Rotary have raised money for good causes for many years, It was a well-attended event Anne Marie Morris the local MP gave her support, others in attendance KingsCare, our Doctors support group, and many other dignitaries. We had refreshments and this was a chance to speak to those who attended, the Newton Abbot Rotary help many groups in our area and it is important we all work together in these difficult times.

Our next invitation was to the Jubilee Lunch at the Royal British Legion.

My wife and I attended this, it was good to speak to those who are on the committee and find out how they have managed the club during COVID. The RBL is an important part of the Town and we have always worked with them and as the Mayor I lead the parade on Remembrance Sunday in November. It was a great honour when RBL invited me to be their President. I have accepted this role and will be attending my first meeting on the 12 July. This will be an opportunity to work with the committee and make sure we keep the link between Kingsteignton Town Council and the Royal British Legion.

## **110/2022 To receive and approve the minutes of the Full Council meeting held on 1 June 2022**

The mayor presented the minutes of the meeting held on 1 June 2022

**Resolved:** Minutes adopted

## **111/2022 To receive and approve the Clerk's Report**

- I would like to welcome Cllr Tillson-Hawke to her first meeting of the Council.
- Entries are still being received for Kingsteignton In Bloom. Posters have been put in the bus shelters around the town, it is advertised on our website and is being shared



daily on our Facebook page. There has also been an article in the Mid Devon Advertiser and it was on the front page of our recent Newsletter. I have written to all that entered the competition last year that have not entered this year and invited them to join in.

- Beating the Bounds is progressing and applications to join in either or both of the walks are being received.
- Clifford Park – the upgrading of the play equipment is nearing completion and is looking very inviting. Mr Turner and Mr Lewis have painted the equipment that remained so it looks like new.
- I attended the 100<sup>th</sup> Celebration of the Rotary Club alongside Cllr Peart and his wife. This was a very enjoyable event and well attended.
- Delivery of Issue 2 of our Newsletter was completed on 11 June 2022
- At present we have Phil Banner off work with COVID
- Mrs Lewis-Clarke and I are working with Council HR and Governance Support on carrying out Job Evaluations
- We have two applications to fill one Councillor vacancy. One of the applicants will be interviewed before the Finance meeting on Wednesday 13 July and the other on Wednesday 20 July 2022. A decision will be made by councillors on filling the vacancy after the interview on 20 July 2022.
- I received an email from Cllr Ripping who had received a telephone call from Rydon Primary School concerning parking in our carpark. The school had received a telephone call from Tiny Toes Pre School concerning aggressive behaviour in the car park from parents of Rydon School children. The Headteacher thought that the problem appeared to be parents arriving early to take up parking spaces and other space out of the marked areas, then waiting for school to end, holding conversations after children have been collected and not giving free movement to Tiny Toes parents. The headteacher is happy to keep parents of her pupils informed about the situation but would like more information regarding any parking rights given to Tiny Toes. I responded and said that the parents of Tiny Toes had priority over parking in the Community Hall Carpark as Tiny Toes had hired the hall which included the hire of the carpark.
- War Memorial – I have written to Father Smith asking for permission from the Church for the War Memorial to have additional names added and he has acknowledged receipt and this will be discussed by the diocese. I have also contacted Williams and Triggs asking for a quote of the cost of adding the names to the memorial, but this is still awaited. I have chased asking for a costing as soon as possible.
- Mr Turner and Mr Lewis have cleared the footpath from Tarrs Avenue to Fore Street as it was extremely overgrown.
- Mrs Lewis-Clarke and I have attended a Society of Local Council Clerks meeting today. There was a very interesting presentation from the President of Society who is Clerk at Huntingdon Town Council. He talked about his role and work that is carried out and it was interesting to hear that when he took over as Clerk it was discovered that the previous Clerk had been fiddling the books and that there were two sets of minutes and two sets of accounts. The Council was suspended for 12 months whilst investigation continued and was left at rock bottom. The presentation showed how the Council had built themselves back up and how they are the first



council to build their own Crematorium which is the first one to have two electric burners.

There was also a presentation about Insurance and it was highlighted how it is important for Councils to get the best deal they can, to start the review process of obtaining Insurance quotes as early as possible and I have made a Diary note for Mr Banner to start obtaining Insurance quotes in January 2023 ready for presentation to the Council in readiness for when the present Insurance expires in June 2023.

He also said that Councils should ensure that they are adequately insured and amounts of insurance cover are adequate. Councils should also give as much information as possible and ensure descriptions are correct and understood and to expect questions and more questions from insurance companies.

There was a presentation on Levelling Up and on Civility and Respect.

### **112/2022 To receive the minutes of the following Committees**

**Finance Committee** – Cllr Ripping presented the minutes of the meeting held on 8 June 2022. **Approved**

**Community Hall/Recreation Committee** - Cllr Scagell presented the minutes of the meeting held on 15 June 2022. **Approved**

**Works, Services and Planning Committee** - Cllr Peart presented the minutes of the meeting held on 1 & 15 June 2022. **Approved.**

### **113/2022 Representative Reports**

**Climate Emergency** – Cllr Thorne said that he had established contact with Bishopsteignton Parish Council and their expert Jonathan Watson however, I have only just managed this because he has been unavailable for medical reasons. He has kindly supplied the graphic below as a summary and been welcoming about some sharing of expertise and information when we see if any overlap would be useful. It is generally the more expensive end of the possibilities in the graphic but to get a Carbon result anything like we need to get for most of it would mean giving up your flying foreign holidays or doing something really major like heat pumps and insulation/electric cars etc.

There is likely to be an event, which hopefully we might be involved, later in the year where some local solutions can be discussed and hopefully a workable solution to some major issues can come from it. The Clerk sends out any County or District level items currently which will keep you abreast of their major plans which perhaps we should consider in Council sessions, however, since the departure of our expert Alex Khan we do not currently have a committee. I would welcome any contact with anyone who is interested in these issues to contact me to see what support we might have for getting involved with this as a major influencing group within the council or not of course.

You may be aware that Teignbridge District Council are doing some very good work in reducing their intra-council carbon emissions through their heating system changes to heat



pumps at their major locations and they do work with Action on Climate in Teignbridge (ACT) which makes useful suggestions however, the initiative to encourage residents seems to be somewhat trailing at the moment.



A GREEN ADVENTURE IN  
BISHOPSTEIGNTON



### Community Mobility

Looking at opportunities to support alternative transport within the community

- EV chargers/Mobile EV chargers
- Co Bikes
- Co Car

### Community Energy

Explore alternative energy generating within the community to help residents avoid carbon emissions  
Provide access to resources to help residents improve their own energy efficiency



### Community buy

Using community size to find the best pricing for carbon saving measures

### Community Drainage

Seeking expert advice on the drainage issues within the village. Better understand what is possible and supporting local authorities.



**PCC** - Cllr Thorne had nothing to report other than welcome a new member





**PCC** – Cllr Thorne said it is brilliant to welcome Mrs Lewis-Clarke to the group and hopefully during my absence she will have handled the representation. Issues that we may need to address is to get a sitting member on the Newton Abbot Security Trust to be able to influence the amount of monitoring time allowed, especially with likely expansion of the Trust and to follow through results and actions for identified problem young people.

**Tree Wardens** – Cllr Thorne said that he is trying to pick out the most significant Ash trees in the Town and monitor them for the state of the infection with Ash Die Back. In conjunction with Mark Payne we are looking at some more planting at Sandygate Mill, where a very significant ash tree and several other mature ash trees are infected and will be a great loss to the environment/habitat in that area.

**Kingsteignton Swimming Pool** - Cllr Scagell forwarded the attached minutes from the latest meeting:

1. **Apologies** – LW, AD, CB,SP
2. **Issues of a pecuniary nature (conflicts of Interest)** – None
3. **Chairperson's report**
4. **Treasurer's report** – Copy provided.
5. **Safeguarding issues** – There was another concern raised with regards to safeguarding and this has meant a review in our policies and the fact that the front door will need to be locked during school swim sessions.  
SP raised an item with regards to having a separate signing in sheet for the kiosk staff. This was agreed by the committee.
6. **a. Sessions & Timetables:**  
Potential issues with low numbers of people attending certain sessions and currently we have removed Wednesday morning and Friday mornings because of this, it was felt that it may be due to low numbers of people having to travel to work. The Committee have decided that the lifeguard rota needs to be worked around the times on Bookwhen and this may well include sessions between school swim sessions.  
  
**Email** to ask that the rota be changed and that it needs to be worked around the Bookwhen. Look to work the rota in to two sessions taking in to account the breaks in the swim sessions. Timetable for the school holidays, can be similar to a normal half term but it will be decided in the next week to include the extra swims for outside groups such as KingsCare.
- b. Noticeboard & Foyer**  
The noticeboard has now been updated.
- c. Fundraising**  
suggestions via the WhatsApp group is to have a fundraising update in the foyer and also to look at having another one in Kingsteignton somewhere so that everyone can see what we are doing.





Fundraising projects, we need updates, and we need to find out at what stage we are at.

- A is spearheading a campaign to get new people via our Facebook page.
- Three quotes required for air source heat pumps. We have enough quotes for the Solar panels. Prices required to look at funding through Viridor. There is a deadline in July.
- No poster available for Sandygate Live, therefore A and her husband have put together a poster. Pool needs to provide bodies to help out on the day/night. We are doing a cake stall. A to put together an information sheet as to what is required.
- Support is needed by all the committee to enable us to work as a team and get on top of the opportunities that are currently available.
- It was suggested that we could also target some of the children that are in sheltered housing and give them free swims. This information could be provided by LiveWest and Teign Housing so that we can do this. LD to contact the relevant housing associations.

7. Payment to Directors – CP declared that some Directors are receiving paying as part of a job within the pool ie. for swimming lessons etc. Committee members present agreed this was appropriate as per the constitution.
8. IT – Donations – card printer, laptops etc. – We have agreements for donations of these items. It was also suggested that we have a spare mobile in the safe with a sim card to enable us to make phone calls to customers should there be any issues that might affect their swims. There were issues previously due to using a personal private number.
9. Work Experience – Two people arriving next week, Monday 20<sup>th</sup> June to do work experience. Year 10 students to work alongside the kiosk staff and the lifeguards.

A request for working in the kiosk to do some volunteering for a primary school award, it was not felt appropriate for a child to be working in the kiosk due to various issues but it was felt that they could maybe carry out some gardening/watering etc..

Operations meeting: - L took notes

S - more kiosk staff, rota

A - Sandygate Live

D - Lazerpics charity board (£100,000) – Bingo, books, collection tins, plants

AD – Remove greenery from road signs, sand, latch on kiosk door, stands for lane swimming signs, grass cutting/gardeners, £40 from selling of float.

C – Olympic swimmer – 20<sup>th</sup> August – Stalls etc. required. Cupcakes etc. Press involved. Spotlight.

6. **Date for next meeting** – Date to be confirmed.

**The Stover Advisory Board** - Cllr Thorne advised that the massive Lottery Fund grant application had been submitted on time and fingers crossed somewhat later in the year we will hear news! As expected everything revolves around this so please make a wish for success for it to really future proof the park for future generations.

**Twinning Association** – Cllr Peart forwarded the minutes below from the Twinning Association's last meeting:



## Kingsteignton – Orbec Twinning Association.

### Minutes of committee meeting 20<sup>th</sup> June 2022

**Present** –JW, MH, LT, AK, VC, RP, EG, VW

**1)** Apologies – TC, CT, KS, LL

**2)** Minutes of meeting.

Those present agreed these were a true record of the meeting.

**3)** Matters Arising

Amendment to the minutes of the last meeting to read 54 adults in membership. Item 6) to say Visit *from* Orbec.

**4)** Treasurer's report.

See attached sheets. Total in bank: £7581.85

Membership is 54 adults and 14 children.

**5)** Fundraising

Skittles, Friday 8<sup>th</sup> July at the RBL 7pm.

[Emily](#) to send out email to members to invite. £2 adults, £1 children, bring and share food plus raffle.

Cream tea on the lawn, 10<sup>th</sup> September. [Emily](#) to ask parents if we can use their garden.

**6)** Visit from Orbec.

Sat 22<sup>nd</sup> October – Tue 25<sup>th</sup> October 2022

**Saturday.**

Arrival, back to homes to freshen up etc.

6-8pm catered reception.

MH to ring Rydon Hall, KYC and Teign School to get prices and availability. Also, Christina's Café to ask about catering.

**Sunday**

Full day with families.

**Monday**

Dingles Fairground for around 80 people 10am-1pm. Deposit is paid

[AK](#) to ask Dingles about the tokens once we get numbers from Giselle.

[MH](#) to ring coach companies for quote for a coach to take the English families.



Roadford Lake for lunch 2pm-5pm. Carvery option preferred.

AK to call Roadford to confirm and ask for table plan.

Date of next meeting: Monday 18<sup>th</sup> July

**Frank Solutions (Viridor)** - Cllr Thorne said that there had been no meeting recently, but everything depends on the relationship we will have with the new owners as Viridor, despite some overlooked commitments, were finally coming towards a very suitable outcome for the future management of the landfill site which we were expecting to shut for good in less than two years. Of course, that could change now under new management.

**KingsCare** - Cllr Thorne reported that he had managed to meet many of the key people at KingsCare in a meeting during the month and some new areas of interaction between the Council and KingsCare may be of mutual benefit in the future. Of course it is new to us and amazing to hear of the myriad of functions they provide within the community. There was an offer to attend a Trust meeting in due course. I passed on our best wishes to the organisation and after another future meeting I will make a formal report to see how we might help or interact with the organisation in future.

**Kingsteignton Wild** - Cllr Field provided a copy of the latest meeting of Kingsteignton Wild:

### Kingsteignton Wild Meeting Minutes

28 June 2022 7pm – Bell Inn

1. **Present:** HD, BT, MF, KF

2. **Apologies:** AH, SW, WS

3. **Actions from last meeting**

3.8.1 – SC to add a bit more detail to the list of awareness days and formulate a draft comms plan and circulate to all Kingsteignton Wild group members. ***Awaiting info from S***

11.3 – BT to contact Sibelco to see if anything can be done, ie build nest boxes? BT emailed A, Sibelco might have an open day in the summer. BT stated he would contact Mr Gary Stringer

5.1 HD to contact the three schools and ask about attending their school fetes, have a stall and do similar activities to the community nature event (Kingsteignton – B– [rsmallshaw@kingsteignton.school.org](mailto:rsmallshaw@kingsteignton.school.org) . ***No response received from Kingsteignton and St Michaels. Rydon were keen to have us and have asked if we can still come.*** Attended Rydon Fete on Saturday 3<sup>rd</sup> July and a great deal of interest was received during the time we attended. The head teacher Mrs Catherine Wilcocks would also like to be kept up to date with community events as the school would like to be involved if they can. A number of people had also seen our logo before. KF to try to speak to a contact at Kingsteignton School, to see if we can attend their summer fair.

7.1 revisit actions from meeting with M (see minutes dated 21 April) T

7.3 ALL to think about suitable prize for winner and runner up. Permission from parents to feature in the newsletter etc. ***Winner – gardening set (£10 ish) and runner up (something gardening related £5)***

7.4 BT to get in touch with John White to organise another bird watching event at Hackney marshes in July. Once date set HD to notify the pub and hotel so they can advertise to guests also.



10.2 HD to look at DLNP community award and see if we can apply or might we're not advanced enough so relook in 2023. **To be progressed in 2023**

10.4 MF will find out from IA how the swift boxes are progressing. Update Swift boxes have been delivered to the Community building and hopefully can be installed by the 10<sup>th</sup> July by the council team. Could we have some photos please?

10.5 HD to find out from Audrey and Flavio if MF can do the WW RA course. Or if AW or SC has done it. **AW and SC not completed it. MF can do course but needs to become a WW first.** MF to investigate cost of yearly insurance.

#### 4. New actions

#### 5. KTC and Oakford Lawn enhancements –

- Met on 6 June to discuss proposals.
  - At Oakford we spoke with some youths who were using the space to get their feedback
  - AW to provide update on latest proposals
  - Are swift boxes up?
  - Once agreed, BT/MF take to Full Committee
- AW to update on progress

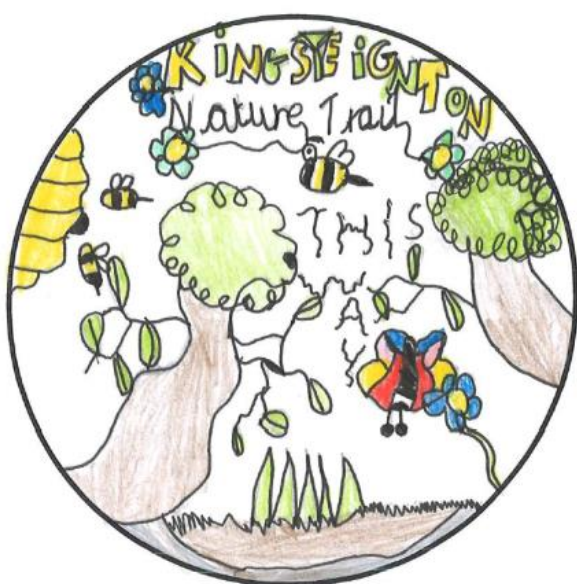
#### 6. Insurance

- HD contacted The Conservation Volunteers (TCV) on 14 June. Awaiting response. MF to enquire as item 10.5

#### 7 Biodiversity enhancements

##### 7.1 Nature trail

- sticker competition – 12 entries received and judging by KW group members taken place
- winner - Toby G age 9



- runner up – MB



- next steps – issue certificates to all who entered, contact winner and runner up (separately) and ask for parent permissions to include in FB comms, KTC newsletter
- contact 'River' at Discount Sticker Printing ([support@discountstickerprinting.co.uk](mailto:support@discountstickerprinting.co.uk)) to get a quote. It will be a polypropylene sticker 9cm circle diameter, quote for x50 and x100 number.



- Mark Fuller graphic designer can do map/leaflet for the trail. Are we all happy to proceed with his quote of £180 for design only (excluding printing). Also need to send him high res logo (see google drive).
- When ready to launch trail, a list of community contacts has been produced and on our googledrive MF To contact all who contributed entries for the competition with certificates and contact designer QR code to be incorporated

## **8 Correspondence received from KTC since last meeting**

WAD grant

## **9 Kingsteignton Wild**

### **8.1 Facebook**

- 152 members (+18 since last meeting)
- 15 posts in June

#### **a. Emails**

- Nothing significant to report that hasn't already been included in the above

## **10 Swift event 2 July and communications**

- High Fliers fact sheet could be used for Social Media communication during Swift Week 2-10 July. Could do a poll on where people have seen swifts so they can share.
- Share Year 4 letters (St Michaels) re swifts
- Share details with Shirley (KTC Comms)
- swift awareness week the church tower will be open on the evening of Thursday 7th July from 7.30pm to 8.30pm and again on Saturday morning probably from 11am to noon so that people can see the chicks in the church tower. Risk Assessment needed?

## **11 Wildlife Wardens**

- HD shared info on WW scheme. SW and AH have been in contact with Flavio

## **12 Handover**

- Alison Hosler and Will Salmon have offered to help
- Please could both of you advise if you can assist with any items below please



- SC has offered to update and keep an eye on the Facebook page
- Login details to Googlemail and Googledrive

[kingsteigntonwild@gmail.com](mailto:kingsteigntonwild@gmail.com)

Password – Wildlifew@rden1

#### Admin

- Keep on top of emails coming into the inbox
- Organise regular meetings with Kingsteignton Wild members and send agenda
- Write meeting minutes
- Save all documentation (posters, newsletter updates, meeting minutes etc) on the googledrive

#### Communication

- Weekly facebook posts
- Quarterly update 'newsletter style' and emailed out as BCC to mailing list. (Last one sent in April)
- AW/SC (WW) to provide Monthly wildlife warden report to ACT (Flavio and Audrey)

#### Nature trail

- Progress actions (which are tracked through meeting minutes) All info is saved on googledrive.

### 13 Grants

- Sent The Environment Partnership on 26 June
- Sent Wild About Devon on 26 June
- Awaiting to find out re SWW Neighbourhood Fund. HD advised that we have been awarded £1500.00 which is fantastic news and should be paid in shortly.

### 14 AOB

**15 DONM 26<sup>th</sup> July 2022** Could all advise if remote meetings are more convenient for attendance

### 16 Distribution of meeting minutes

## 114/2022 Asset Register as at 31 March 2022 for signing

Members were passed a copy of the Asset Register prior to the meeting. The following queries were raised:

- Why the value of the Bowling Club was listed at £1
- Why the value of the two telephone Kiosks were listed as £2

**After minute:** The telephone Kiosks are at cost. The Bowling Club land has either to be shown at cost or a nominal value of £1 can be used. As there was no cost the nominal value of £1 is shown. This Fixed Asset schedule was inherited by the Finance Officer and showed valuations being used as opposed to cost/nominal value. The biggest issue was the Community Hall, where the Finance Officer had to significantly reduce the value shown. All the adjustments have received Internal Audit approval. Valuations are more important when it comes to insure and the Finance Officer will be reviewing these again when Clifford Park works are complete.

**Resolved:** that the Asset Register should be signed by the Mayor.



## **115/2022 To review and approve the following policies**

**Resolved:** that the following policies should be approved:

- Policy on Smoking
- Press and Media Policy
- Dignity at Work/Bullying and Harassment Policy
- Delegation Scheme
- Safeguarding Policy
- Subject Access Request Policy
- Pay Policy
- Employee Health & Wellbeing Policy
- Risk Assessment/Management Plan

**Resolved:** that the Procurement Policy should be deferred to the September meeting and that Rosanna Wilson, Corporate Procurement Officer, Teignbridge District Council should be invited to attend this meeting.

## **116/2022      Resignation of the Clerk & Responsible Finance Officer (LGA 1972 s.112a.151)**

**Resolved:** the resignation/retirement of the Town Clerk & Responsible Finance Officer was accepted and it was approved that her last day of working would be 29 December 2022

## **117/2022      Clifford Park**

- **Update** - Members were informed that the installation of the new play equipment at Clifford Park was nearing completion. The safety flooring is being laid and when this is completed an Inspection will be held before the installation is signed off.
- **Official Opening of new Play Area**
  - **Resolved:** date for opening Saturday 20 August 2022
  - **Resolved:** that Lord and Lady Clifford should be invited to official open the new Play Area. **After minute:** Lord and Lady Clifford have confirmed that they would be delighted to open the new Play Area.
  - **Resolved:** that the following should be invited to the opening:
    - **Representative from Viridor**
    - **Ben Jones, Proludic**
    - **Tom Hirst, NAST**
    - **Mark Payne or Lorraine Montgomery, Teignbridge District Council**
    - **Mrs C Lakin/Mrs Lewis-Clarke**
    - **Mr D Turner/Mr J Lewis**
    - **PS Jason Morrison**
    - **PCSO Vanessa Pike**
  - **Resolved:** that a budget of £400 be set for the opening event.
  - **Resolved:** that Cllr Peart will arrange for tea and buffet be arranged at the RBL for guests
  - **Resolved:** that the official opening of the play area be advertised and information sent to schools asking for them to forward this information to parents.





- **Quarterly Report submitted to Viridor** - a copy of the report submitted to Viridor in accordance with the grant received was passed to councillors

#### **118/2022     Newton Abbot & Kingsteignton Garden Community Board**

**Resolved:** that Cllr Thorne should be the Council representative on the Newton Abbot & Kingsteignton Garden Community Board together with the Town Clerk.

#### **119/2022     Mayor's Civic Carol Service – Friday 9 December 2022**

**Resolved:** that a budget for £1200 be agreed for the Mayor's Civic Carol Service, to cover donations to Rydon Primary School, Kingsteignton Community Baptist Church and Choir 86. To also cover the cost of a buffet to be provided by the Old Rydon Inn.

#### **120/2022     Temporary Closure on Hele Road with the junction of Exeter Road**

An email was received from Open Reach concerning work that needed to be carried out at the junction of Exeter Road/Hele Road which was dealt with by Cllr Peart in his role of County Councillor. Cllr Peart reported that:

He was sent an email regarding a temporary Road Closure on Exeter Road Kingsteignton by Mark Garland working on behalf of Openreach, which had been received in the Council Office.

They have cabling in boxes along the route which is affecting the installation of new fibre network to the properties in Exeter Road. They need to close the road opposite Hele Road, due to one of the boxes being in the centre of the road.

The outcome of that meeting was that there are two situations which could affect the time it takes to complete the installation. The first one is they need to explore sending a camera down the full distance of the ducting from the roundabout above Hele Road to just past Meadowcroft Drive where it turns right off road. If the ducting is clear of any obstructions this would only take a day to pull the new fibre cable through. I have requested this to be done out of peak time traffic around 7.00 pm. I will know by end of this week if there are any obstructions in the ducting.

The more difficult option is if the ducting is blocked then a 4-way traffic lights system would be put in place and a road closure would be required with the work taking longer to complete. If this is the case, I have requested the work be carried out in the evening, with the residents of Hele Road being informed by leaflet. They will be allowed to come and go but not both ways as the road will be closed for through traffic. This is a bus route, and the road is not wide enough to allow any traffic. Working evenings is less disruptive for traffic but could be disruptive for residents because of noise from machines. The work will improve the broadband speed for about 250 houses. I will let you have updates when received.

#### **121/2022     Training for Councillors – held by Devon Association of Local Councils**

**Resolved:** that the following training sessions should be attended:

- **Chairing Local Council Meetings:** Monday 12 September 2022 – 1pm-2pm via Zoom – Cost £18. Cllrs Field and Gregson to attend



**Being a Good Councillor 1 – Roles and Responsibilities** - Wednesday 21 September 2022 – 6pm-7pm via Zoom – cost £18 (Sessions 2,3,&4 to follow). Cllrs Tillson-Hawke, Burrows and Gregson to attend

**Responding to Planning Applications** \_ Monday 17 October 2022 – 6pm-8pm via Zoom – Cost £36. Cllrs Field, Burrows and Gregson to attend

## **122/2022 Correspondence**

- Letter received from King's Teignton Ram Roasting Fair thanking the Town Council for their generous grant, which will go towards weather proofing the Ram Fair hut on Oakford Lawn before winter sets in.
- Letter received **re: Post Office, Ley Lane, Kingsteignton** informing the council that following the resignation of their retail partner Bestway, the Post Office at Ley Lane will temporarily be closing on Sunday 31 July 2022 at 18.00. The Post Office are working hard to keep any period of closure to a minim and are currently investigating the options available which will enable them to reinstate a Post Office service to the local community.

Next Full Council meeting: Wednesday 7 September 2022

The meeting closed at 8.29 pm

Signed:..... Dated:.....

