

Issue date: Wednesday 23rd December 2015

Contact number: 07532 286713

E-mail: clerk@broadclyst.org

Mrs. Angie Hurren

Parish Clerk



19, New Buildings

Broadclyst

Exeter

EX5 3EX

www.broadclyst.org

For Information: District and County Ward Members, Press and Public.

Broadclyst Parish Council meeting

Press and public are welcome to attend.

There will be an Ordinary Council meeting of Broadclyst Parish Council which will be held on:

Monday 1st February 2016 at 19:00hrs in the Green Room, Victory Hall, Broadclyst

for the purpose of transacting the following business:

AGENDA

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There will be no matters of a confidential and contractual nature for discussion under Part B (exclusion of press and public) this month

16/22 APOLOGIES

To resolve to accept apologies for absence

16/23 DISCLOSABLE PECUNIARY INTEREST

To receive Declarations of Interest not currently on Councillors' ROIs and receipt of requests for new Disclosable Pecuniary Interest* (DPI) dispensations on items on the Agenda.

16/24 MINUTES

- i. To receive and resolve to approve as a correct record the minutes of the Parish Council meeting held on 4th January 2016
- ii. To receive and resolve to approve as a correct record the minutes of the Parish Council Staffing Committee meeting held on 27th January 2016

Standing Orders will be suspended:

16/25 POLICE REPORT

To receive the Police report

16/26 DISTRICT COUNCIL REPORTS

To receive a report from District Ward members Cllr Pepper and Cllr Hale

16/27 COUNTY REPORTS

To receive a report from County Ward member Cllr Bowden

16/28 NATIONAL TRUST REPORT

To receive a report from the National Trust

16/29 GROWTH POINT REPORT

To receive a report from Andy Wood on developments in the Growth Point and the progress on the Cranbrook Masterplan

16/30 PUBLIC QUESTIONS

For Public question time on items on this Agenda - adjournment for 15 minutes if required

The meeting will reconvene under Standing Orders

16/31 ACCEPTANCE OF REPORTS

To accept reports received from stakeholders and to resolve to action any matters arising from any of the public/stakeholder reports received this evening accordingly.

16/32 CLERKS REPORT

To receive the Clerks Report for January 2016 and to resolve to action any matter contained within as necessary

16/33 FINANCE

i. MINUTES

To approve the draft Minutes of the Finance Committee meeting which was held on 21st January 2016

ii. BANK RECONCILIATION

To resolve to accept the bank reconciliation for December 2015 as recommended by the Finance Committee

iii. FINANCIAL STATEMENT ~

To resolve to accept the Financial Statement to 31st December 2015 as recommended by the Finance Committee

iv. PAYMENT SCHEDULE FOR JANUARY 2016

To resolve to approve the list of payments made for January 2016

v. COMMUNITY GRANTS POLICY

To resolve to accept the REVISED Community Grants policy as recommended by the Finance Committee

vi. STANDING ORDERS AND FINANCIAL REGULATIONS

To resolve to accept the REVISED Standing Orders and UPDATED Financial Regulations as recommended by the Finance Committee

16/34 CRANBROOK COMMUNITY FUND (CCF) GRANT APPLICATIONS

- a. To receive the Clerks report on the community engagement event "What's Occurring, Cranbrook?"
- b. To receive the following applications to the Fund with accompanying Officers reports and to resolve to administrate monies as recommended within the reports:

Ref:	Group	Award	Balance
16/34i	1 st Cranbrook Scout Group	£500	£2,443.00 (if approved)
16/34ii	Cornerstone Baby and Toddler Group	£500	£1,943.88 (if approved)
16/34iii	Cornerstone Cranbrook Board Games Group	£200	£1,743.88 (if approved)
16/34iv	Cranberry Events (CHIC) Cranbrook Day	£500	£1,243.88 (if approved)
16/34v	Cranberry Events (CHIC) Pumpkin Parade	£500	£743.88 (if approved)
16/34vi	Cranbrook Cornerstone Runners	£139.80	£604.08 (if approved)
16/34vii	Cranbrook Table Tennis Club	£352.98	£251.10 (if approved)

16/35 PLANNING

a. To note the following:

i. Planning decisions made in December 15:

15/2750/LBC Validated: Mon 07 Dec 2015	Killerton House Killerton Exeter EX5 3LE	Internal and external alterations to facilitate installation of biomass boiler, stainless steel hopper with timber fence screening, increase in height of existing store to provide wood chip store, installation of new chimney and single storey extension to create bin store. Installation of heat main pipework	Approved
15/2749/FUL Validated: Thu 10 Dec 2015	Killerton House Killerton Exeter EX5 3LE	Installation of Biomass boiler and stainless steel hopper with timber frame screening, increase in height of existing store to provide woodchip store, installation of new chimney and single storey extension to create bin store.	Approved

ii. Appeal decisions December 15:

To note there have been no appeal decisions announced in January 2016

iii. Planning Committee Minutes

To note the Minutes of the Planning Committee meetings on 11th and 27th of January 2016

b. To discuss the following and any other planning applications validated for public consultation since the planning meeting on 27th January

15/2813/FUL	Land Adjoining 70 Park Lane Exeter	Construction of detached dwelling.
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16/36 TRAINING POLICY

To review the Council's training policy (routine review)

16/37 LOCAL COUNCIL AWARD SCHEME

To confirm that Council meets the criteria for the Foundation level and to resolve to submit the application form.

16/38 CORRESPONDENCE

- i. To receive the correspondence list
- ii. To resolve to action any matters arising from the correspondence list as appropriate.

16/39 AGENDA 1 MARCH 2016

To note Agenda Items for 7th March 2016.

Dates for forthcoming meetings this month are:

2nd Sports Pavilions Management Committee

10th EDDC Cabinet

16th EDDC Development Management Committee

24th EDDC Full Council

16/40 CLOSE OF MEETING

To close the meeting

Dated this 26th day of January 2016

Angie Hurren

Broadclyst Parish Council Clerk

Disclosable pecuniary interests*

You must declare the nature of any Disclosable pecuniary interests. [Under the Localism Act 2011, this means the interests of your spouse, or civil partner, a person with whom you are living with as husband and wife or a person with whom you are living as if you are civil partners]. You must also disclose any personal interest.

You must disclose your interest in an item whenever it becomes apparent that you have an interest in the business being considered. Make sure you say what your interest is as this has to be included in the minutes. [For example, 'I have a Disclosable pecuniary interest because this planning application is made by my husband's employer'.]

If your interest is a Disclosable pecuniary interest you cannot participate in the discussion, cannot vote and must leave the room unless you have obtained a dispensation from the Clerk.

**ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY
REQUEST**

Public speaking

Members of the public are welcome to attend and speak on Agenda items at this meeting. Please note that there is no requirement or facility to record the details of the speaker before the day of the meeting.

The Chairman will suspend standing orders and invite questions from members of the Press and Public on items contained within this Agenda. The public will then be able to speak on that matter only.

Please note:

- All individual contributions will be limited to a period of 3 minutes – **where there is an interested group of objectors or supporters, a spokesperson should be appointed to speak on behalf of the group.**
- **Speakers should restrict their comments to Agenda items only.**
- The Chairman has the right and discretion to control questions and irrelevant points being raised to avoid disruption, repetition and to make best use of the meeting time.
- Speakers are asked not to come forward if their points have already been covered. After the public speaking period has finished the Chairman will reconvene the meeting under standing orders, the consideration of reports will begin and the public will take no further part in the meeting.
- All attendees at the meeting are asked to offer all speakers the courtesy of listening to others' points of view, even if they do not agree with it.
- The Chairman will not tolerate any interruptions from the public and is entitled to exclude people from the meeting if the business of the committee cannot be carried out effectively.

Should anyone have any special needs or require any reasonable adjustments to assist them in making individual contributions, please contact the Clerk in advance on 07532 286713

Recording of Meetings

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are now allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media).

- No prior notification is needed but it would be helpful if you could let Council's Officers know you plan to film or record so that any necessary arrangements can be made to provide reasonable facilities for you to report on meetings.
- This permission does not extend to private meetings or parts of meetings which are not open to the public. You should take all recording and photography equipment with you if a public meeting moves into a session which is not open to the public.
- If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting.
- The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting.
- Members of the public exercising their right to speak during Public Question Time, but do not wish to be recorded, need to inform the Chairman who will instruct those taking a recording to cease while they speak.