

Issue date: 23 March 2016

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Mrs. Angie Hurren

Parish Clerk

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

19, New Buildings

Broadclyst

Exeter

EX5 3EX

www.broadclyst.org

Extraordinary Council meeting

Thursday 31st March 2016 at 19:30hrs

Pavilions, Holly Close, Broadclyst

**You are hereby notified of an Extraordinary meeting of the Council for the purpose
of conducting the following business:**

Press and public are welcome to attend.

AGENDA

NB: There are 0 matters of a confidential and contractual nature for discussion under Part B (exclusion of press and public) this month:

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16/58 APOLOGIES

To receive apologies for absence

16/59 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

Standing Orders will be suspended:

16/60 PUBLIC QUESTIONS

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

The meeting will reconvene with Standing Orders

16/61 COUNCIL AUDIT 2015-16

i. Annual Review of Risk

To carry out the annual review of the Council's risks.

ii. Audit Schedule

To receive the audit schedule for 2015-16

iii. Declaration Of Status Of Published Accounts

To note that the Statement of accounts for Broadclyst Parish Council will be published on Thursday 2nd June 2016

iv. Period of Exercise of Public Rights

To note the Period of Exercise of Public Rights, will be between Friday 3rd June and Friday 15 July 2016, by appointment only and during office hours.

16/62 CLOSE OF MEETING

To close the meeting

Dated this 23rd day of March 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 introduce and outline the Agenda item to be discussed. The public will then be able to speak on that matter only.

- 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 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.