

Issue date: TUESDAY 28th May 2019

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Parish Clerk



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To: Broadclyst Parish Council Members.

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

Broadclyst Parish Council Ordinary meeting

Press and Public are welcome to attend.

There are no items for discussion under part B (exclusion of press and public) on this agenda.

Members of public are reminded that their attendance at this meeting is a matter of public record.

You are hereby summonsed to an Ordinary Council meeting of Broadclyst Parish Council which will be held on **Monday 3rd June 2019 at 19:00hrs** in the **Green Room, Victory Hall, Broadclyst, EX5 3EE** for the purpose of transacting the following business:

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AGENDA

19/78 MEMBERS APOLOGIES

Apologies: Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk, as it is usual for the grounds upon which apologies are tendered to also be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

19/79 DISCLOSABLE PECUNIARY INTEREST

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests that are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it. Requests for Dispensations should be made in writing to the Clerk in advance of the meeting.

19/80 MINUTES

To receive and resolve to approve as a correct record the minutes of the Full Council meeting on 7th May 2019.

To receive, note the decisions of, and consider any recommendations contained within, the draft Planning Minutes 21st May 2019

Standing Orders will be suspended:

19/81 COUNTY AND DISTRICT COUNCIL WARD MEMBERS

i. Broadclyst County Division Members

To consider matters for / from Cllrs Bloxham and Randall-Johnson and to consider matters for / from County Division Members

ii. Broadclyst District Ward Members

To consider matters for / from District Ward Members Cllr Pepper, Rylance and Chamberlain

19/82 NATIONAL TRUST REPORT

To receive a report from the National Trust

19/83 PUBLIC QUESTIONS

Public questions are invited on items on this Agenda (please note that the Chairman reserves the right to restrict this item to no longer than 15 minutes, with a maximum of 3 minutes per item).

The meeting will reconvene under Standing Orders

19/84 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.

19/85 COUNCIL REPORTS

i. Clerks report

To receive the Clerks Report for May 2019 and to resolve any recommendations contained within.

ii. Pavilions report

To receive a report from the Pavilions Administrator for May 2019 and to resolve any recommendations contained within.

iii. Neighbourhood Plan report

To receive a report/update for May 2019 from the Neighbourhood Plan Lead Officer and to resolve any recommendations contained within.

19/86 FINANCE

i. Accounts:

To receive and resolve to accept the following (for 2018/19)

- a. Balance sheet (as at 31.03.2019)
- b. Bank Reconciliation (cashbook 1 and 2 to 31.03.2019)
- c. Financial Statement (Income/Expenditure to 31.03.2019)
- d. Reserves (as at 31.03.2019)

ii. Payment Schedule

To resolve to approve the list of payments for May 2019

iii. VAT

To note that the Council's claim for VAT for the fourth quarter of 2018/19 has been submitted to HMRC.

19/87 GOVERNANCE – Annual Governance and Accountability Return (AGAR)

i. Annual Internal Auditor Report

To receive the Annual Internal Audit Report 2018/19 (part 2, carried out on 28.05.2019)

ii. Annual Governance Statement

For the Authority to consider and to respond to the Annual Governance Statement assertions as set out in Section 1 of the AGAR for the year ended 31 March 2019

iii. Approval of Council's Accounts for 2018/19

To receive and to resolve to approve the Council's accounts for the financial year ending 31.03.2019

For the Authority to complete Section 2 of the AGAR, Accounting Statements for year-ended 31.03.2019.

19/88 PLANNING

i. Recent decisions May 2019

The following recent decisions have been announced at the time of publishing this agenda.

Application ref:	Location:	Proposal:	Decision
19/0595/FUL	Church View Cottage Broadclyst Exeter EX5 3EE	Extension of outbuilding, and conversion to ancillary accommodation.	Approval with conditions
19/0630/COU	Town And Country Supplies Broadclyst Exeter EX5 3BD	Change of use from a business warehouse (Use Class B1) and retail premises (Use Class A1) to general industrial use (Use Class B2)	Approval with conditions
19/0694/FUL	Co Op Food Pinn House Coaker Road Exeter Devon EX1 3BG	Installation of four extract louvers on rear elevation.	Approval with conditions

ii. Appeal decisions May 2019:

To note there have not been any appeal decisions announced in May 2019

iii. Validated applications for consideration:

To discuss validated planning applications received for consultation.

(NB: Planning applications received after publication of this agenda may also be considered)

iv. Delegated comment

To note comments submitted to the Local Planning Authority by the Planning Committee/Chairman under delegation

Application	Location:	Proposal:	Expiry Date
19/1019/ADV	Pinn Court Farm Pinncourt Lane Exeter EX1 3TG	1no. illuminated freestanding sign	Fri 14 Jun 2019
19/0995/MFUL	Land South Of Mosshayne Link Road Redhayes (Phase 8) Exeter	Erection of 33 dwellings and associated works	Fri 21 Jun 2019
19/1073/OUT	1 Heath Cottages Broadclyst Exeter EX5 3GZ	Outline application seeking approval of access for the construction of a two-storey detached dwelling (matters of appearance, landscaping, layout and scale reserved)	Fri 21 Jun 2019

19/89 CORRESPONDENCE

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

19/90 AGENDA ITEMS FOR NEXT MEETING

To receive requests for agenda items for consideration when Council next meets.

19/91 TO CLOSE THE MEETING

Dated this 28th May 2019

Angie Hurren

Broadclyst Parish Council 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 office in advance on 01392 360269

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 must 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.