

Issue date: TUESDAY 25th June 2019

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Parish Clerk



19, New Buildings

Broadclyst

Exeter

EX5 3EX

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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 1st July 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

19/92 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.

19/93 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.

19/94 MINUTES

To receive and resolve to approve as a correct record the minutes of the Full Council meeting on 3rd June 2019.

To receive, note the decisions of, and consider any recommendations contained within the draft Staffing Committee Minutes from its meeting on 12th June 2019

19/95 PRESENTATION from Michael Grimm Architect

To receive a presentation from Michael Grimm for a proposed residential development next to the Scout Hut along Langaton Lane.

Standing Orders will be suspended:

19/96 COUNTY AND DISTRICT COUNCIL WARD MEMBERS

i. Broadclyst County Division Members

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

ii. Broadclyst District Ward Members

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

19/97 NATIONAL TRUST REPORT

To receive a report from the National Trust

19/98 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

19/99 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.

19/100 COUNCIL REPORTS

i. Clerks report

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

ii. Pavilions report

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

iii. Neighbourhood Plan report

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

19/101 FINANCE

i. Accounts:

To receive and resolve to accept the following:

- a. Balance sheet (as at 31.05.2019)
- b. Bank Reconciliation (cashbook 1 and 2 to 31.05.2019)
- c. Financial Statement (Income/Expenditure to 31.05.2019)

ii. Payment Schedule

To resolve to approve the list of payments for June 2019

iii. VAT

To note that the Council's claim for VAT for the fourth quarter of 2018/19 has now been received.

19/102 GOVERNANCE

i. Annual Governance and Accountability Report

To note that the Council's AGAR for 2018/19 was submitted on 10th June via email, with acknowledgement received on 19th June that it has been logged for processing.

ii. Environmental and Biodiversity Policy

To receive a draft Environmental and Biodiversity policy for adoption.

19/03 ITEMS REQUESTED AT PREVIOUS MEETING

i. Climate Emergency: as requested by Cllr Henry Gent

"To agree the following:

- a. To put a statement on the parish council website: *“Broadclyst parish council resolved on 1st July 2019 to acknowledge that we must play our part in reducing greenhouse gas (GHG) emissions. We intend to publicise measures to reduce GHG emissions; to use the Neighbourhood Plan to encourage new developments to include GHG emissions reductions measures; to reduce GHG emissions from our own activities, and to support initiatives within the parish to reduce GHG emissions and to sequester carbon.”*
- b. To support low and net zero carbon emissions as a condition of planning consent within the Broadclyst Neighbourhood Plan.
- c. To appoint a “task and finish” group with two aims: firstly, to identify how the parish council can reduce GHG emissions from its own activities; secondly, to identify ways in which the parish council can support initiatives by residents and businesses in the parish to reduce GHG emissions. This support could be through publicity, through sourcing of grants, or even through direct funding. However, it may be that the parish will be unable to allocate any officer time to assisting with these measures until after the NP has been adopted, and the NP must take priority.”

ii. **Parish Precept: as requested by Cllr Karl Straw**

“That the Parish council, in line with its open government policy and providing information to its electorate, publish its comparative position in England, in Devon County and in East Devon showing the level of precept against all and compatible authorities based on the ONS statistical analysis published 15th May 2019. The analysis should show the overall position in the table for all parishes, for parishes classified as Precepting Parishes in none Unitary Authorities and then for parishes who are of size between 1000 and 2000 households as defined by the band D averages.

“The purpose of publishing the data is to start a debate on the comparatively high level of expenditure per household in the Parish in comparison with other Precepting Parishes and consult with the electorate on whether they wish for the current year to continue to fund all the service provided by the Parish Council. Then to gather views on the level of the the Parish precept to inform he budgeting round in 2019/20.”

19/104 PLANNING

i. **Recent decisions June 2019**

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

Application ref:	Location:	Proposal:	Decision
19/0363/FUL & 19/0364/LBC	Great Barton Farm Whimple Exeter EX5 2NY	Replacement side windows to Great Barton Farm and construction of single storey extension, porch canopy and replacement windows to Jasmine Cottage	Approval with conditions
19/1019/ADV	Co-Op, Pinn Court, Westclyst.	1no. non-illuminated freestanding sign - Pinn Court Farm Pinncourt Lane Exeter EX1 3TG	Approval with conditions

ii. **Appeal decisions JUNE 2019:**

To note there have not been any appeal decisions announced in June 2019; Council has been notified of the following appeal:

Appeal Application ref:	Location:	Proposal:
APP/U1105/D/19/32269	6 Endsleigh Crescent Blackhorse EX5 2AW	Construction of two storey side extension

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)

Application	Location:	Proposal:	Expiry Date
19/1245/FUL	Goosens Workshop Broadclyst EX5 3JQ	Erection of an extension to a workshop building.	Wed 10 Jul 2019
19/1263/FUL	Fagins Antiques Hele EX5 4PW	Change of use to Class A3 of one area of the building for the sale of teas, coffees and pre-prepared food	Wed 10 Jul 2019
19/0914/LBC	2 Station Road Broadclyst EX5 3AH	Retention of loft hatch. Proposed works: structural works to roof to include internal strengthening and repairs; install partition wall in roof space above party wall; make good ceiling and create temporary opening for access to roof space for materials	Fri 19 Jul 2019

19/104 CORRESPONDENCE

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

19/105 AGENDA ITEMS FOR NEXT MEETING

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

19/106 TO CLOSE THE MEETING

Dated this 25th day of June 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; 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.