

Issue date: Tuesday 1st October 2019

Contact number: 01392 360269

E-mail: clerk@broadclyst.org

Mrs. Angie Hurren

Parish Clerk



19, New Buildings

Broadclyst

Exeter

EX5 3EX

www.broadclyst.org

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 is one item 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 7th October 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

19/138 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.

19/139 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.

19/140 MINUTES

To receive and resolve to approve as a correct record the minutes of the Full Council meeting on 2nd September 2019.

Standing Orders will be suspended:

19/141 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

19/142 NATIONAL TRUST REPORT

To receive a report from the National Trust

19/143 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

19/144 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.

19/145 COUNCIL REPORTS

i. Clerks report

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

ii. **Pavilions report**

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

iii. **Neighbourhood Plan report**

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

19/146 FINANCE

i. **Accounts:**

To receive and resolve to accept the following reports for the period 01.08.2019 to 31.08.2019

- a. Balance sheet (as at 31.08.2019)
- b. Bank Reconciliation (cashbook 1 and 2 to 31.08.2019)
- c. Financial Statement (Income/Expenditure to 31.08.2019)

ii. **Payment Schedule**

To receive and to resolve to approve the list of payments for September 2019

19/147 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN

Annual Governance and Accountability Return (AGAR) for y/e 31.03.2019

To note that the AGAR for Broadclyst Parish Council has been concluded as follows: "On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. There are no other matters affecting our opinion which we wish to draw to the attention of the authority"

To note that the Notice of Conclusion of Audit has been placed on the website in accordance with legislation.

19/148 PLANNING

i. **Recent decisions Sept 2019**

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

Application ref:	Location:	Proposal:	Decision
19/1410/FUL	Solar Farm West of Burrowton Cottage Broadclyst EX5 3DA	Installation of secure storage container	Approval with conditions
19/1615/ADV	Westclyst Community Primary School Maddick Road Exeter Devon EX1 3YG	1 no externally illuminated fascia sign and 1 non illuminated totem sign	Approval with conditions

ii. Appeal decisions Sept 2019:

To note there have been no appeal decisions announced in Sept 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)

Application	Location:	Proposal:	Expiry Date
19/1973/FUL	Exeter Science Park South Of Tithebarn Ln Junction With Langaton Lane Clyst Honiton	Creation of a heat substation with associated car parking, landscaping and 2.4m high security fencing.	Fri 11 Oct 2019
19/1920/FUL	SW Ambulance NHS Foundation Trust Association Skypark Clyst Honiton Exeter EX5 2FL	Demolition/conversion of two storey training building and erection of single storey extension to provide toilet and shower facilities, creation of offices on 1st floor mezzanine, and installation of external staircase	Wed 09 Oct 2019
19/1709/VAR	Old Park Farm Two West Clyst Exeter	Section 73 application to vary condition 2 of 16/2732/MRES to substitute the approved plans in relation to phase 2E (Field 5) for amended plans to re-position the layout on plots 278 - 281, 285, 289 - 292, 297 - 298, 308 - 309 and substitute house types on plots 271, 277 - 278, 286 - 287, 293 - 296, 299, 307, 310 - 311, 316 - 317; roads 03A and 04A amended to accommodate changes	Fri 11 Oct 2019
19/1842/FUL	9 Barnade View Tithebarn EX1 3ZB	Construction of single storey extension.	Thu 17 Oct 2019
19/2113/FUL	Crabhayes Farm Broadclyst EX5 3BN	Milk processing room	Fri 25 Oct 2019

19/2037/FUL	University Of Exeter Engineering Research Centre Anning Road Science Park Exeter Devon EX5 2GD	Installation of static bridge (2.35m x 19.7m, 627mm high) for temporary period of 5 years to the east/rear of the Engineering Building, Exeter Science Park	Sat 26 Oct 2019
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19/149 MOTIONS REQUESTED

PARISH PRECEPT: AS REQUESTED BY CLLR KARL STRAW

Background to motion in accompanying report.

Motion

During the coming budget round the Parish Council will substantially reduce its precept to no more than £160 per band D household. This mean that Broadclyst will still be one of the most expensive parishes in Devon and the UK so in subsequent years we will continue to reduce the precept to be fairer and the average in the UK.

This action will have the effect of reducing the overall baseline budget in 2020/21 by around £150,000 which will be ameliorated by the increase in number of households within the parish.

The council accepts that this will mean a reduction in some services or that provisions will need to be migrated to volunteer or community led projects.

19/150 CORRESPONDENCE

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

19/151 FUTURE AGENDA ITEMS

To receive requests for agenda items for consideration by the Council.

19/152 CONFIDENTIAL ITEMS

The Chairman will propose that the public (including the press) be excluded from the meeting for the next agenda item as contractual information is likely to be disclosed (Part B)

The Council to resolve that the meeting move into Part B (closed session).

19/153 BUS SHELTERS

To receive quotes for bus shelters in the Parish and to select a supplier.

19/154 TO CLOSE THE MEETING

Dated this 1st day of October 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.