

Issue date: Tuesday 29th September 2020

Contact number: 01392 360269

E-mail: clerk@broadclyst.org

Mrs. Angie Hurren

Parish Clerk



Broadclyst Parish Council
GROWING OUR COMMUNITY

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 are 2 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 on **Monday 5th October 2020 at 19:00hrs** which will be held virtually via Microsoft Teams at

[Join Microsoft Teams Meeting](#) (Ctrl+click to follow the link)

for the purpose of transacting the following business:

AGENDA

20/095 MEMBERS	2
20/096 DISCLOSABLE PECUNIARY INTEREST	2
20/097 MINUTES	2
20/098 WARD MEMBERS.....	2
i. Broadclyst County Division Members.....	2
ii. Broadclyst District Ward Members	2
20/099 BROADCLYST FOOTBALL CLUB.....	2
20/100 PUBLIC QUESTIONS.....	2
20/101 ACCEPTANCE OF REPORTS	3
20/102 COUNCIL REPORTS	3
i. Deputy Clerks report	3
ii. Clerks report	3
iii. Neighbourhood Plan Officer report.....	3
iv. Neighbourhood Plan Review report.....	3
20/103 FINANCE:.....	3
20/104 GOVERNANCE	3
20/105 TRAFFIC PLAN ADOPTION.....	3
20/106 PLANNING	3
i. Recent decisions September 2020.....	3
ii. Appeal decisions September 2020:.....	4
iii. Validated applications for consideration:	4
iv. Cranbrook Plan Examination Update - Gypsy and Travellers.....	4
20/107 DOG FOULING ON RECREATION GROUND.....	4

20/108 CLYST VALE PARENT FORUM REP REPORT (CLLR L STRAW)	4
20/109 CORRESPONDENCE	5
20/110 FUTURE AGENDA ITEMS	5
20/111 PART B: CONFIDENTIAL ITEMS	5
20/112 BOWLS GREEN REVIEW	5
20/113 DRAFT NEIGHBOURHOOD DEVELOPMENT PLAN	5
20/114 TO CLOSE THE MEETING	5

AGENDA

20/095 MEMBERS

- i. **Present:** to record Members present and the method / platform by which they are attending
- ii. **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.

20/096 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.

20/097 MINUTES

To receive, and resolve to approve as a correct record, the draft minutes of the Full Council meeting on 7th September 2020.

Standing Orders will be suspended:

20/098 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

20/099 BROADCLYST FOOTBALL CLUB

To welcome Mike Ebdon, Vice Chair and Head Coach of Broadclyst Football Club who wishes to raise concerns about the ongoing issue of dog fouling on the Broadclyst Recreation Ground (discussed by Council later this evening).

20/100 PUBLIC QUESTIONS

To consider requests from members of the public to make representations, answer questions or give evidence in respect of Council business under Standing Orders. (The Chairman reserves the right to restrict this item to no longer than 15 minutes, with a maximum of 3

minutes per item). Please see notes on public speaking during virtual meetings on the last page of this agenda.

The meeting will reconvene under Standing Orders

20/101 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.

20/102 COUNCIL REPORTS

i. Deputy Clerks report

To receive the Deputy Clerks Report for September 2020 and to resolve any recommendations contained within.

ii. Clerks report

To receive the Clerks Report and revised risk assessments for September 2020 and to resolve any recommendations contained within.

iii. Neighbourhood Plan Officer report

To receive a report from the Neighbourhood Plan Officer who is working remotely with a team of volunteer proof-readers to prepare draft policies.

iv. Neighbourhood Plan Review report

To receive a report from Cllr Lewis following his review of the Broadclyst Neighbourhood Plan.

20/103 FINANCE:

- i. To receive the bank reconciliations and balance sheets to 31.08.2020
- ii. To receive the Income/Expenditure Financial Statement as at 31.08.2020
- iii. To consider and resolve to approve the list of payments for September 2020.

20/104 GOVERNANCE

- i. **External Audit:** To receive and resolve to accept the completed 2019-20 Annual Governance and Return, noting that this, along with the Notice of Conclusion of Audit, has been published on the Council's website in accordance with legislation. To note that at this stage there are no planned extensions for the public inspection period for 2020/21, with instructions for 2020/21 to be sent out during March 2021.
- ii. **Community Consultation**
 - a. To receive for approval a community consultation draft letter.
 - b. To note that Community groups are to receive a questionnaire to gather information about the community, sports and social groups that may require support.

20/105 TRAFFIC PLAN ADOPTION

To receive for adoption the revised and updated Broadclyst Parish Traffic Plan.

20/106 PLANNING

i. Recent decisions September 2020

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

Application ref:	Location:	Proposal:	Decision
20/1293/FUL	6 Elm Close Broadclyst EX5 3LT	Construction of single storey front extension	Approved
20/1660/OUT	Laylocks Town Hill Broadclyst EX5 3EJ	Outline application with all matters reserved for the demolition of a garage and the construction of a two storey dwelling	Withdrawn

ii. Appeal decisions September 2020:

To note there have been 0 appeal decisions announced in September 2020.

iii. Validated applications for consideration:

To discuss validated planning applications received for consultation.

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

Application ref:	Location:	Proposal:	Date
20/2031/MRES	Grow Out Building Babbage Way Exeter Science Park Exeter EX5 2FN	Reserved matters application (access, appearance, landscaping, layout, scale) pursuant to the outline planning permission ref: 09/1107/MOUT for the construction of a new 3 storey Research and Development Building within the Science Park Centre Phase 1 at Babbage Way on Exeter Science Park (Area Code 01) to include associated external works and landscaping together with additional details to satisfy conditions 1, 2, 5, 12, 16, 23, 26, 27, 29, 30, 31, 32, 33, 35, 37, 38, 39 on the outline planning permission ref: 09/1107/MOUT	Fri 30 Oct 2020

iv. Cranbrook Plan Examination Update - Gypsy and Travellers.

To receive the Council's working party (Cllr Massey, Lewis and Chamberlain) response to the Cranbrook Plan Gypsy and Traveller Accommodation proposals.

v. Planning for the Future Consultation

To receive the Council's working party (Cllr Massey, Rylance, K Straw) draft response to the Government's White paper consultation on changes to the Planning framework.

20/107 DOG FOULING ON RECREATION GROUND

To consider the ongoing issue of dog fouling on the recreation ground, that it causes a health hazard to members of public using the field.

20/108 CLYST VALE PARENT FORUM REP REPORT (CLLR L STRAW)

To receive an update from Cllr L Straw on the Clyst Vale Parent Forum.

20/109 CORRESPONDENCE

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

20/110 FUTURE AGENDA ITEMS

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

20/111 PART B: CONFIDENTIAL ITEMS

The Chairman to propose that the meeting moves into Part B (exclusion of press and public) as the next items for discussion contains matters of a sensitive, confidential, and/or contractual detail.

20/112 BOWLS GREEN REVIEW

Further to the Finance Committee's decision on 18th May 2020 (Minute ref F20/033) to maintain the Bowls Green at a minimal level and its decision on 3rd September 2020 (Minute Ref F20/046) to reduce the cost of bowls green maintenance:

- i. To consider the funding of the autumn maintenance
- ii. To note that the forward plan for the bowls green will be informed through the community consultation process

20/113 DRAFT NEIGHBOURHOOD DEVELOPMENT PLAN

To receive, and approve for release for public consultation, the draft Broadclyst Neighbourhood Plan.

20/114 TO CLOSE THE MEETING

Dated this 29th September 2020

Angie Hurren

Broadclyst Parish Council Clerk

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

Public speaking during virtual meetings

Members of the public are welcome to virtually 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. You can join the meeting as a guest by clicking the “Join Microsoft Teams Meeting” link at the top of this agenda.

The Chairman will suspend standing orders and invite questions from members of the Press and Public on items contained within this Agenda. Your microphone will be unmuted when it is your turn to speak, and you will then be able to speak on that matter only. You can use the chat function to indicate that you wish to ask a question.

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.

Inclusivity

We appreciate virtual meetings are not easy for everybody to attend. Should you have any special needs or require any reasonable adjustments to help you to make individual contributions, please contact the office in advance on 01392 360269. You may submit questions in advance of the meeting by phone or by emailing clerk@broadclyst.org

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.