

Agenda issue date: Tuesday 26th November 2024
Meeting date: Monday 2nd December 2024
Meeting time: commences 19:00hrs
Meeting venue: Westclyst Primary School, Maddick Road, Westclyst EX1 3YG
Agenda issued by: Angie Hurren, Clerk and RFO
Signed: *Angie Hurren*



To: Broadclyst Parish Council Members.
For Information: District and County Ward Members, Press and Public.

Broadclyst Parish Council Ordinary Meeting of the Council

Public Notice of meeting: Press and Public are welcome to attend.
There is 2 item for discussion or to receive a report that meet criteria for the 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.

Councillor summons: You are hereby summonsed to an Ordinary meeting of the Broadclyst Parish Council on **Monday 2nd December 2024 at 19:00hrs** at Westclyst Primary School, Maddick Rd, Westclyst EX1 3YG for the purpose of transacting the following business:

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AGENDA

24/161 OPEN MEETING; MEMBERS ATTENDANCE

- i. The Chair to open the meeting. Where the Chair is not present, the Vice Chair will act.
- ii. **Attendance:** to record Members present.
- iii. **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 in advance 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.

24/162 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.

24/163 MINUTES

To receive, and resolve to approve as a correct record, the draft minutes of the Ordinary Council meeting on Monday 4th November 2024, and to receive draft Staffing Committee minutes from 25.11.2024 as a report.

24/164 YMCA UPDATE

To receive an update from the YMCA, including a presentation from members of the Youth Club.

24/165 WARD MEMBERS REPORTS

i. Broadclyst County Division Members

To receive a written report from Cllr Randall-Johnson.

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

ii. Broadclyst District Ward Members

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

24/166 PUBLIC QUESTIONS

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda, in accordance with Standing Orders 3e-k. The Chair 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 meetings on the last page of this agenda.

24/167 ACCEPTANCE OF REPORTS

To accept reports received from Elected Members and stakeholders and to consider / resolve any actions arising from any of the reports accordingly.

24/168 COUNCIL REPORTS

i. Clerks Report

To receive a report from the Clerk, and to resolve any recommendations contained within.

ii. Assistant Clerk Report

To receive a report from the Assistant Clerk, and to resolve any recommendations contained within.

iii. Community Connector Report

To receive a report following the Community Consultation survey and to resolve any recommendations contained within.

24/169 FINANCE AND GOVERNANCE

i. Finance Committee Minutes

To receive draft Minutes from the Finance and Governance Committee's meeting on 14th November 2024 as a report.

ii. Payment Schedule.

To receive and resolve to approve the payment schedule for November 2024, and to note the October 24 payment schedule as approved by Finance Committee.

iii. Q2 24/25 accounts.

To receive Q2 accounts to 30.09.2024 for approval, as recommended by the Finance Committee.

24/170 BUDGET 2025/26

i. To receive the draft budget with figures as recommended by the Finance and Staffing Committees and accompanying report for 2025/26

ii. To resolve to set the Council's budget for 2025/26 at £481,184 (this includes a return of excess reserves of £23,587).

24/171 PRECEPT 2025/26

To resolve to set a balancing Parish Precept for 2025/26 at £463,946. This, subject to confirmation of the Tax Base for 25/26, gives a Band D Parish Tax of £157.80 per property, a 1% increase on 24/25 (£156.22)

24/172 PLANNING & ENVIRONMENT

i. Draft Minutes

To receive draft Planning & Environment Committee Minutes from 12th November 2024 as a report.

ii. Enforcements / Appeals / TPO updates etc.

To note any new information announced since the last meeting.

iii. Recent decisions

To receive a report on recent decisions in October 2024

iv. Planning applications.

To consider planning applications in Broadclyst Parish that have been published for consultation and to agree the Council's response.

[24/2372/MRES Land North Of Old Tithebarn Lane Clyst Honiton Reserved matters application \(access, appearance, landscaping, layout and scale\) for the construction of a Sports Pavilion, Sports Pitches, Car Park and associated landscaping. Subsequent application to outline permission 17/1019/MOUT which was accompanied by an Environmental Statement.](#)

[24/2364/FUL Sunnyhayes Broadclyst Station EX5 3AX Two storey rear extension.](#)

[24/1846/VAR Land Adjacent To Sandycote Blackhorse Exeter EX5 2FT Variation of condition 2 \(approved plans\) and 18 \(acoustic fencing\) of 21/3235/MFUL \(Construction of 44 no. dwellings, means of access and associated works\) – amendments to the design and layout of the scheme](#)

24/173 SCHOOL TRAFFIC AND ENVIRONMENT WORKING PARTY

To receive and agree on the Terms of Reference for the School Traffic and Environment Working Party.

24/174 CORRESPONDENCE

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

24/175 FUTURE AGENDA ITEMS

To receive requests for agenda items for consideration by the Council

23/176 COUNCIL MEMBERSHIP

To co-opt **one** Member to fill **one** vacant seat. Once co-opted, the successful applicant may join the council table and take full part in the meeting, though it is respectfully suggested they refrain from voting on matters which they do not have the benefit of background knowledge.

24/177 CONFIDENTIAL ITEMS

To resolve that in accordance with the provision of Schedule 12a of the Local Government Act 1972, the Public Bodies (Admissions to Meetings) Act 1960, and Broadclyst Parish Council's Standing Orders, press and public be excluded from the next item.

Reason: commercially sensitive

24/178 COMMITTEE STRUCTURES

- i. Exclusion of press and public. To propose and resolve to exclude press and public.
Reason: to receive a member-only report from council's advisors.
- ii. To receive a confidential report from Devon Association of Local Councils on committee structures.
- iii. To resume the meeting with inclusion of press and public.
- iv. To agree structures for: Traffic, Comms, Youth, Events (incorporating Fun Day).
- v. To appoint new councillors to Standing and Advisory committees

24/179 PREFERRED SUPPLIER

To received anonymised quotes and to appoint a new preferred supplier for all council's commercial gas works.

24/180 TO CLOSE THE MEETING

To close the meeting.

Dated this 26.11.2024.

Angie Hurren

Broadclyst Parish Council Clerk & RFO

ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY REQUEST

Public speaking during council meetings

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 invite questions from members of the Press and Public on items contained within this Agenda in accordance with Standing Orders 3e-k.

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 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.