

Agenda issue date: Tuesday 28th January 2025
Meeting date: Monday 3rd February 2025
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 are 0 items for discussion 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 3rd February 2025 at 19:00hrs** at Westclyst Primary School, Maddick Road, Westclyst EX1 3YG for the purpose of transacting the following business:

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AGENDA

25/019 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.

25/020 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.

25/021 MINUTES

To receive, and resolve to approve as a correct record, the draft minutes of the Ordinary Council meeting on Monday 13th January 2025.

25/022 DEVON AIR AMBULANCE PRESENTATION

To receive a presentation from Devon Air Ambulance on a new project where they are developing a joint HQ and Airbase.

25/023 NATIONAL TRUST UPDATE

To receive an update from the National Trust.

25/024 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.

25/025 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.

25/026 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.

25/027 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.

25/028 FINANCE AND GOVERNANCE

i. Payment Schedule.

To receive and resolve to approve the payment schedule for January 2025.

ii. Preferred Suppliers update

To update the preferred suppliers list to include “Bubbles” as holiday toilet cover (as per delegation given to Clerk (Min ref. 25/016)).

25/029 PLANNING & ENVIRONMENT

i. Enforcements / Appeals / TPO updates etc.

To note any new information announced since the last meeting.

ii. Recent decisions

To receive a report on recent decisions in January 2025

iii. Planning applications.

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

[25/0092/FUL | Removal of window, double PVC doors and small section of external wall \(1470mm\) to create a new opening for aluminium bifolding doors \(3500mm total\). New Catnic CXL290 lintel to be used. PVC French doors also to be removed and replaced with aluminium bifolds in the same space. No alterations to the space. Both sets of doors are required to be removed anyway, due to being poorly fitted and water damage to the internal space recently, damage repaired and doors/alternatives put back in. | 18 Tuckwell Grove Exeter EX1 3HU](#)

25/030 CORRESPONDENCE

i. To receive the correspondence list.

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

25/031 FUTURE AGENDA ITEMS

To receive requests for agenda items for consideration by the Council

25/032 TO CLOSE THE MEETING

To close the meeting.

Dated this 28.01.2025.

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.