

Agenda issue date: Tuesday 25th February 2025
Meeting date: Monday 3rd March 2025
Meeting time: commences 19:00hrs
Meeting venue: Broadclyst Primary School, School Lane,
 Broadclyst, EX5 3JG
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 1 item 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 Broadclyst Primary School, School Lane, Broadclyst, EX5 3JG for the purpose of transacting the following business:

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AGENDA

25/033 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.

25/034 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.

25/035 MINUTES

To receive, and resolve to approve as a correct record, the draft minutes of the Ordinary Council meeting on Monday 3rd February 2025.

25/036 NATIONAL TRUST UPDATE

To receive an update from the National Trust.

25/037 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.

25/038 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.

25/039 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.

25/040 COMMITTEE MEMBERSHIP

To appoint new members to committees.

25/041 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.

25/042 FINANCE AND GOVERNANCE

- i. **Minutes**
To receive draft Minutes from Finance Committee Meeting on 24th February 2025 as a report.
- ii. **Payment Schedule.**
To receive and resolve to approve the payment schedule for February 2025
- iii. **Officer delegation.**
To confirm officer delegation for spend as set out in the council's Scheme of Delegation for matters arising within budget for council working groups: traffic, comms, youth, community events.
- iv. **Community Grants Applications**
 - a. To note that the Finance Committee has reviewed the Community Grants application forms and guidance notes.
 - b. To receive a large community grant application from 1st Pinhoe Scouts for £600 towards the set-up costs associated with a new section, Squirrels, for 4 to 6-year-olds.
 - c. To receive a small community grant application from 1st Pinhoe Scouts for £450 for a new ceiling-mounted projector

25/043 PLANNING & ENVIRONMENT

- i. **Enforcements / Appeals / TPO updates etc.**
Proposal for TPO at land at Swallows Barn, Sandy Lane and Appletree Cottage, Station Road, Broadclyst. TPO NO: 25/0010/TPO
- ii. **Recent decisions**
To receive a report on recent decisions in February 2025
- iii. **Planning applications.**
To consider planning applications in Broadclyst Parish that have been published for consultation and to agree the Council's response in line with the Broadclyst Neighbourhood Plan.

[25/0063/MFUL | Proposed development of a battery energy storage system \(BESS\) including ancillary works and access arrangements | Land At Exeter Substation Broadclyst](#)

[24/1927/LBC | Removal of post office counter from the Old Post Office on the ground floor at the front of 2 Lower Lodge and become dining area | 2 Lower Lodge Budlake Exeter EX5 3LW](#)

25/044 CORRESPONDENCE

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

25/045 CONSULTATIONS

To note that the following public consultations are currently live:

- i. East Devon District Council Local Plan from 13th February 2025 until 9am on Monday 31st March 2025. Consultation link: <https://eastdevonlocalplanreg19.commonplace.is>
- ii. East Devon District Council Public Space Protection Orders (PSPOs) from 3rd March to 28th April 2025. Consultation link: <https://eastdevonlocalplanreg19.commonplace.is>

NB: The Parish Council will hold an extra ordinary meeting on Thursday 13th March, 7pm at Broadclyst Primary School to discuss and prepare its representation to both consultations. All input welcome.

25/046 FUTURE AGENDA ITEMS

To receive requests for agenda items for consideration by the Council

25/047 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

25/048 LEGAL COSTS

Allotment Transfer to Broadclyst Parish Council

To note and agree the expenditure for the transfer of the allotments at Bloor Homes, Westclyst, to Broadclyst Parish Council

25/049 TO CLOSE THE MEETING

To close the meeting.

Dated this 25.02.2025.

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.