

Issue date: 8th October 2025
Meeting Date: 14th October 2025
Meeting Time: 19:00hrs
Meeting Venue: Broadclyst Sports Pavilion, Holly Close, EX5 3JB
Agenda issued by: Natasha Curwood - Assistant Clerk
Contact number: 01392 360269
E-mail: office@broaclyst.org



19, New Buildings
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To:
Broadclyst Parish Council Planning and Environment Committee Members
For information:
All Broadclyst Parish Councillors
Press and Public
Broadclyst County Division Members: Cllr Gent, Cllr Vanstone
Broadclyst District Division Members: Cllrs Chamberlain, Fernley, Rylance

Broadclyst Parish Council Planning and Environment Committee Meeting

Public Notice of meeting: Press and Public are welcome to attend. Members of public are reminded that their attendance at this meeting is a matter of public record. NB: There are no matters of a confidential and contractual nature for discussion under Part B (exclusion of press and public).

Councillor Summons: You are hereby summonsed to a Planning and Environment Committee meeting of Broadclyst Parish Council which will be held on **Tuesday 14th October 2025** at **19:00hrs** at Broadclyst Sports Pavilion, Holly Close, Broadclyst, EX5 3JB, for the purpose of transacting the following business:

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AGENDA

P25/043 OPEN MEETING; ATTENDANCE RECORD

- i. The Chair to open the meeting. Where the Chair is not present, the Vice Chair will act.
- ii. **Present:** 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 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.

P25/044 DISCLOSABLE PECUNIARY INTERESTS

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 they have not notified the Monitoring Officer of it. Requests for Dispensations should be made in writing to the Clerk in advance of the meeting.

P25/045 MINUTES

To receive, and resolve to approve as a correct record, the draft minutes of the Planning and Environment Committee meeting on 23rd September 2025.

P25/046 PUBLIC SESSION

The Committee will be pleased to receive comments from members of the press and public 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). Written comments and questions will be welcomed in advance of the meeting to the Clerk via clerk@broadclyst.org to assist the meeting progress.

Members of the public are respectfully reminded they should submit their representations on planning applications direct to East Devon District Council.

P25/047 PLANNING - APPLICATIONS FOR CONSIDERATION

- i. To receive an Appeals notification.

P25/048 EMERGENCY PLAN

To receive an update of the annual review of the Council's Emergency Plan.

P25/049 NEIGHBOURHOOD PLAN PROJECTS

To review data gathered through the Neighbourhood Plan and subsequent community consultations to begin to identify potential short, medium, and long term projects for the Council's strategic plan.

P25/050 NEIGHBOURHOOD PLAN MONITORING

- i. To note that the plan will need to be reviewed once the emerging East Devon Local Plan is made.
- ii. To consider NP policy usage in determining applications, and to identify policies for amendment.

P25/051 CRANBROOK COMMUNITY GOVERNANCE BOUNDARY REVIEW

To receive a draft response for approval following the resolution of full council on Monday 6th October 2025.

P25/052 TRAFFIC MATTERS

To receive a report from the clerk and to consider matters contained within.

This will include traffic calming on Whimple Road outside The Acorns new development site and an update on the Park & Change facility at Westclyst.

P25/053 CLOSE OF MEETING

To close the meeting

Dated this 8th October 2025

Natasha Curwood

Mrs Natasha Curwood

Broadclyst Parish Council Assistant Clerk

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

Public speaking during meetings

Members of the public are welcome to attend virtually (where a link has been provided) or in person 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. For virtual attendance, you can join the meeting as a guest by clicking the "Join Microsoft Teams Meeting" link at the top of this agenda where provided (NB not all meetings have this facility).

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 / you will be invited to speak when it is your turn, and you will then be able to speak on that matter only. You can use the chat function or raise a hand 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 hybrid 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.