



19, New Buildings

Broadclyst

Exeter

EX5 3EX

www.broadclyst.org

Present: Cllrs Baker, Bromley, Gent, Jackson, Massey, Pepper, Vaughan, Wollacott

In attendance: Clerk

Also present: Andy Wood, Exeter and East Devon Growth Point Project Director; Broadclyst Ward Member Cllr Maria Hale

Members of Public: 1

Broadclyst Parish Council meeting

Press and public were welcome to attend.

There was an Ordinary Council meeting of Broadclyst Parish Council on:

Monday 1st February 2016 at 19:00hrs in the **Green Room, Victory Hall, Broadclyst**

for the purpose of transacting the following business:

MINUTES

(Ratified 7TH March 2016, Minute ref: 16/43 –with no amendments to published draft)

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There were no matters of a confidential and contractual nature for discussion under Part B (exclusion of press and public) this month

16/22 APOLOGIES

Cllr Wollacott had sent notification that he will be late due to a train delay. Cllr Staddon was not able to attend (work commitments).

It was noted that Cllr Arthurs is now on sabbatical for 4-6 months due to personal reasons. Council resolved to approve his sabbatical.

16/23 DISCLOSABLE PECUNIARY INTEREST

There were no Declarations of Interest not currently on Councillors' ROIs receive nor receipt of requests for new Disclosable Pecuniary Interest* (DPI) dispensations on items on the Agenda.

16/24 MINUTES

- i. The draft Minutes of the Parish Council meeting held on 4th January 2016 were circulated prior to the meeting.

RESOLVED. It was proposed by Cllr Gent, seconded by Cllr Jackson, to accept the draft Minutes as a correct record of the meeting; Council was unanimous in its agreement.

- ii. The draft Minutes of the Parish Council Staffing Committee meeting held on 27th January 2016

RESOLVED. It was proposed by Cllr Vaughan seconded by Cllr Massey to accept the draft Minutes as a correct record of the meeting; Council was unanimous in its agreement.

Standing Orders were suspended:

16/25 POLICE REPORT

The Police report was presented to Council; concern was expressed as to the new trend of domestic break-ins to private houses which is uncharacteristic for the area. There is a Neighbourhood Watch meeting coming up in the near future; Cllr Pepper will circulate details.

16/26 DISTRICT COUNCIL REPORTS

A report was tabled from District Ward Member Cllr Pepper. Cllr Hale was in attendance; the recycling contract is up for renewal later this year. A link is being investigated under the railway to enable pedestrians to access areas north of the railway including Ashclyst and Killerton. The link would have to be fully inclusive for disabled access.

16/27 COUNTY REPORTS

County Ward Member Cllr Bowden sent his apologies due to illness.

16/28 NATIONAL TRUST REPORT

The National Trust sent apologies for this meeting.

16/29 GROWTH POINT REPORT

Exeter and East Devon Growth Point Project Director Andy Wood gave an update on developments in the Growth Point and the progress on the Cranbrook Masterplan as follows:

Local plan The Local Plan has now been adopted;

General page - including links to plan text and maps:

<http://eastdevon.gov.uk/planning/planning-policy/emerging-plans-and-policies/the-new-local-plan/local-plan-adoption/>

And more specifically for plan text:

<http://eastdevon.gov.uk/media/1465986/local-plan-final-draft-for-full-council-jan-2016-a.pdf>

Any person aggrieved by the adoption of the Local Plan may make an application to the High Court under Section 113 of the Planning and Compulsory Purchase Act 2004. Any such application must be made no later than six weeks after the date of adoption by the Council.

Cranbrook Masterplan / Area of Search

Cranbrook area of search – 3,500 currently has planning permission; east and west expansion zones will take to circa 6,000 homes, strategy 12 anticipates 7,800 homes (population 20,000 people) substantial growth. Approximately 1300 homes occupied to date.

The Masterplan will help to manage how Cranbrook grows and ensure the development incorporates the required amenities/facilities. The Masterplan should be read in conjunction with the Local Plan; it will be consulted on in late March/April.

The Area of Search reflects how Cranbrook sits within its landscape setting and also in relation to the Neighbourhood Plan areas of Broadclyst, Clyst Honiton, Rockbeare, and Whimble.

The Masterplan workshops in 2015 were well-attended by a wide variety of individuals and organisations, all of whom fed-in their concerns and suggestions as to how the town should

develop and take shape. This work has led to the production of an “Issues and Options” document which is anticipated to be presented to EDDC’s Development Management Committee in March 2016 and will be out for a 6 week public consultation period thereafter. The Issues and Options consultation is the first stage in producing a Development Plan Document which is essentially the formal process for taking forward the Masterplan.

The area to the south of the old A30 is sensitive given its proximity to the Airport, especially as passenger numbers are anticipated to triple over lifespan of the Local Plan. It is challenging but important to understand the relationship between Exeter International Airport and Cranbrook

Gypsy And Traveller provision EDDC will continue to look at all options for the delivery of the gypsy and traveller sites which will be allocated through a separate document that will provide clarity on the location of all sites including Cranbrook.

Science park – the high performance computer is in the process of building out, aiming for completion later 2016. The new link road is open, with vehicles currently routed through the Science Park drive to Cumberland way.

SkyPark – the first 2 buildings are now occupied which are the DPD depot and the ambulance building; it is hoped that the first office occupier will be secured shortly

Sainsburys has sold business interest in land to Lidl, who anticipate opening as distribution centre next year. It is likely to be biggest building of its kind in Devon.

Railhead the main difference in draft Local Plan and the Inspectors report is that the Inspector found it was unfeasible to deliver a railhead at this location. His decision, based on the feasibility report commissioned by the Church Commission, took into account the line gradient and gauge clearances issues from Exeter St Davids station and the cost of the rail head itself. His recommendation was made to remove the requirement to deliver a railhead at this location.

Cranbrook planning – there are currently live applications for over 4,000 dwellings in the east, south and west areas, including an application to the south of London Road in Rockbeare parish which includes part of the area designated as green wedge.

Green wedge – there has been no green wedge indicated in the adopted Local Plan between Broadclyst Station and Cranbrook western expansion zone. The Masterplan will consider pedestrian access between Cranbrook and Broadclyst Station as there is a need to allow a flow for commuter and leisure purposes. Comments on this will be able to be made through further consultation opportunities in March and later on this summer.

SANGS (Suitable Alternative Natural Green Space) – these are to be provided to protect the integrity of nearby European wildlife sites from activities such as dog walking. Over 70 hectares of SANGs need to be delivered. Natural England’s opinion is taken very seriously. The Consortium is putting forwards proposals which EDDC must consider against a legal test if those proposals meet the SANGS criteria.

Green Infrastructure - provision is coming forward, which has to be part of a robust strategy to meet wider provision and meet peoples demand. Links to Ashclyst Forest are being explored as well as bring forward the Clyst Valley Regional Park concept.

Andy will return in April to run through issues and options consultation.

16/30 PUBLIC QUESTIONS

A resident of Westclyst attended and spoke of the importance of making sure developments and SANGS are fully inclusive; this will not only meet the needs of those in the immediate vicinity but will draw people in from outside.

Cllr Gent promoted the forthcoming Twinning visit which will include a ceilidh on Friday 8th April 2016. Tickets are now on sale and are available from him via henry.gent@broadclyst.org

The meeting reconvened under Standing Orders

Cllr Wollacott joined the meeting at 19:50hrs

16/31 ACCEPTANCE OF REPORTS

The Chairman thanked Andy Wood for his time and detailed report to Council this evening. Councillor Massey expressed dismay that the repeated requests made by Broadclyst Parish Council for a buffer zone between Broadclyst Station and Cranbrook Western Expansion zone have not been taken into consideration.

It was proposed by Cllr Jackson to accept reports received from stakeholders this evening with no matters arising from the public/stakeholder reports received this evening. All Members were in agreement and so **IT WAS RESOLVED.**

16/32 CLERKS REPORT

The Clerks Report for January 2016 was received and contained the following recommendations:

- that following the resignation of the Clyst Honiton Clerk, Broadclyst Parish Council supports and enables Clyst Honiton to meet its statutory obligations, with Officer time being invoiced at the previously agreed rate of £120 per half day
- Community helipad - to delegate authority to the Emergency Plan committee (or its representatives) to meet with the Devon Air Ambulance Trust in the first instance as indicated, reporting back to Council at its next meeting.

RESOLUTION: It was proposed by Cllr Massey that the recommendations be accepted; seconded by Cllr Jackson with all Members in agreement.

16/33 FINANCE**i. MINUTES**

It was proposed by Cllr Pepper that the draft Minutes of the Finance Committee meeting which was held on 21st January 2016 be accepted as a correct record of the meeting. The proposal was seconded by Cllr Bromley with all members of the Finance Committee showing their agreement and so **IT WAS RESOLVED.**

ii. BANK RECONCILIATION

To resolve to accept the bank reconciliation for December 2015 as recommended by the Finance Committee

RESOLVED It was proposed by Cllr Gent, seconded Cllr Jackson to approve the bank reconciliation for December 2015; Council Members were in agreement.

iii. FINANCIAL STATEMENT ~

The Financial Statement to 31st December 2015 was presented to Council with a recommendation from the Finance Committee for approval. It was noted that the balances indicated sound financial management with the budget spend being as anticipated.

RESOLVED: It was proposed by Cllr Gent that the third quarter Financial Statement be accepted; the proposal was seconded by Cllr Massey and all Members were in agreement.

iv. **PAYMENT SCHEDULE FOR JANUARY 2016**

To resolve to approve the list of payments made for January 2016

RESOLVED It was proposed by Cllr Gent to approve the payment schedule for January 2016 and an interim payment totalling £1,434.65 which includes invoices received after the payment schedule for January was closed but with payment terms of 28 days. The proposal was seconded by Cllr Jackson and all Council Members were in agreement.

v. **COMMUNITY GRANTS POLICY**

To resolve to accept the REVISED Community Grants policy as recommended by the Finance Committee. It was noted the Council currently has 3 separate budget lines for community grants: the Broadclyst Parish community grant (£3,000 15/16 budget; remaining balance as at 31.12.2015 of £1,807.48), the emerging communities budget (£1,500 15/16 budget) and the Cranbrook Community Fund (CCF) which Broadclyst Parish Council continues to administrate under its' original terms.

The CCF has separate grant funding conditions and as such is not covered by this Policy.

RESOLVED It was proposed by Cllr Jackson that the revised policy be adopted and implemented with immediate effect when considering applications from qualifying applicants. The proposal was seconded by Cllr Massey and all Members indicated their agreement.

vi. **STANDING ORDERS AND FINANCIAL REGULATIONS**

The Finance Committee resolved (Minute ref: F16/8) to recommend adoption of the Council's REVIEWED Standing Orders and UPDATED Financial Regulations.

RESOLUTION: It was proposed by Cllr Jackson that Council adopt both documents. Cllr Massey thanked the Finance Committee for its work and seconded the proposal; All Council Members were in agreement.

16/34 CRANBROOK COMMUNITY FUND (CCF) GRANT APPLICATIONS

- a. The Council received the Clerks report on the recent community engagement event "What's Occurring, Cranbrook?"
- b. **RESOLUTION:** It was proposed by Cllr Wollacott that the following applications to the Fund, which were with accompanied by Officers reports be considered; the proposal was seconded Cllr Massey to administrate monies as recommended within the reports. All members were in agreement; Council noted it was very pleasing to see such community spirit in the new town and is delighted to continue to support the emergence of Cranbrook.

Ref:	Group	Award	Balance
16/34i	1 st Cranbrook Scout Group	£500	£2,443.00 (approved)
16/34ii	Cornerstone Baby and Toddler Group	£500	£1,943.88 (approved)
16/34iii	Cornerstone Cranbrook Board Games Group	£200	£1,743.88 (approved)
16/34iv	Cranberry Events (CHIC) Cranbrook Day	£500	£1,243.88 (approved)
16/34v	Cranberry Events (CHIC) Pumpkin Parade	£500	£743.88 (approved)
16/34vi	Cranbrook Cornerstone Runners	£139.80	£604.08 (approved)

16/34vii	Cranbrook Table Tennis Club	£352.98	£251.10 (approved)
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16/35 PLANNING**a. To note the following:****i. Planning decisions made in December 15:**

15/2750/LBC Validated: Mon 07 Dec 2015	Killerton House Killerton Exeter EX5 3LE	Internal and external alterations to facilitate installation of biomass boiler, stainless steel hopper with timber fence screening, increase in height of existing store to provide wood chip store, installation of new chimney and single storey extension to create bin store. Installation of heat main pipework	Approved
15/2749/FUL Validated: Thu 10 Dec 2015	Killerton House Killerton Exeter EX5 3LE	Installation of Biomass boiler and stainless steel hopper with timber frame screening, increase in height of existing store to provide woodchip store, installation of new chimney and single storey extension to create bin store.	Approved

ii. Appeal decisions December 15:

It was noted there have been no appeal decisions announced in January 2016

iii. Planning Committee Minutes

The Minutes of the Planning Committee meetings on 11th and 27th of January 2016 were noted; it is also recorded that observations of the Committee have been submitted to the Local Planning Authority.

b. To discuss the following and any other planning applications validated for public consultation since the planning meeting on 27th January

15/2813/FUL	Land Adjoining 70 Park Lane Exeter	Construction of detached dwelling.	SUPPORTED
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16/36 TRAINING POLICY

The Council's training policy was revised under Council's routine revision schedule. One minor amendment was made that reimbursement for costs incurred by those attending training will only be reimbursed following prior approval by the Council.

RESOLUTION: It was proposed by Cllr Massey that the updated policy be adopted; this proposal was seconded by Cllr Wollacott; all members were in agreement.

16/37 LOCAL COUNCIL AWARD SCHEME

Prior to submitting the application form for recognition at Foundation level, Council must resolve that it meets criteria and that it publishes online:

Its standing orders, financial regulations, Code of Conduct, link to Councillors register of Interests, publication scheme, last annual return, transparent information about Council payments, calendar of all meetings including annual meeting of electors, minutes for at least one year of council, committee and subcommittee meetings, current agendas budget and precept information for the current or next financial year, complaints procedure, councillor contact details and councillor contact information, action plan for the coming year, evidence of consulting the community, publicity advertising council activities, town and country planning applications, responses and outcomes.

Council also confirms that it has:

a Risk Management Scheme, a register of Assets, contracts for all members of staff, disciplinary and grievance procedures, policy for training new staff and councillors, record of all training undertaken by staff and councillors in the last year, and a Clerk who has achieved 12 CPD points in the last year (passed CiLCA in May 2015).

It was proposed by Cllr Wollacott that Council would seem to meet the above criteria for the Foundation level and is therefore in a position to submit the application form. The proposal was seconded by Cllr Baker with all Members in agreement and so IT WAS RESOLVED.

16/38 CORRESPONDENCE

- i. The correspondence list was received. It was noted the Parish Church is now actively campaigning for its heating fund following approval by the Diocese of a new system costing c.£100,000
- ii. To resolve to action any matters arising from the correspondence list as appropriate.

16/39 AGENDA 7 MARCH 2016

It was requested that the police were invited to attend on 7th March 2016.

Dates for forthcoming meetings were noted this month as:

2nd Sports Pavilions Management Committee

10th EDDC Cabinet

16th EDDC Development Management Committee

24th EDDC Full Council

16/40 CLOSE OF MEETING

The meeting closed at 20:30hrs

Signed:.....

Print:.....

Date:.....

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