



Present: Cllrs Bromley, Gent, Jackson, Massey,
Pepper (Chair)

In attendance: Clerk

MOP: 1

Also present: Phillip Smart, General Manager,
Killerton

19, New Buildings

Broadclyst

Exeter

EX5 3EX

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Broadclyst Parish Council Ordinary meeting

Press and Public were welcome to attend.

There was an Ordinary Council meeting of Broadclyst Parish Council on **Monday 4th July 2016** at **19:00hrs** in the **Green Room, Victory Hall, Broadclyst** at which the following business was transacted:

MINUTES

Contents

16/118 APOLOGIES	23
16/119 DISCLOSABLE PECUNIARY INTEREST	23
16/120 APPROVAL OF MINUTES	23
16/121 DISTRICT COUNCIL REPORTS.....	24
16/122 COUNTY REPORTS.....	24
16/123 NATIONAL TRUST REPORT	24
16/124 POLICE REPORT	24
16/125 PUBLIC QUESTIONS	24
16/126 ACCEPTANCE OF REPORTS.....	25
16/127 COUNCIL REPORTS.....	25
i. Clerks report.....	25
ii. Comms Committee report.....	25
iii. Traffic Committee	25

16/128 FINANCE	25
i. Bank Reconciliation	25
ii. Payment Schedule for JUNE 2016	26
16/129 COUNCIL DEVELOPMENT	26
16/130 PLANNING.....	27
i. Planning Decisions:.....	27
ii. Appeal decisions May/June 16:	28
iii. Validated applications:.....	28
iv. Strategic site update.....	28
16/131 STREET NAMING AT MOONHILL COPSE.....	28
16/132 BRADNINCH BOWLS CLUB.....	28
16/133 CORRESPONDENCE.....	28
16/134 AGENDA 1 st AUGUST 2016.....	28
16/135 CLOSE OF MEETING.....	29

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

16/118 APOLOGIES

Council resolved to accept apologies for absence from Cllr Baker and Vaughan (family reasons), and Staddon (work commitment)

16/119 DISCLOSABLE PECUNIARY INTEREST

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

Cllr Gent reiterated his pecuniary interest in Traffic and public rights of way matters which could be discussed in Agenda items 16/127 i and iii.

16/120 APPROVAL OF MINUTES

The draft Minutes of the Parish Council meeting held on 6th June 2016 and the Comms committee meeting on Monday 20th June 2016 were received.

RESOLUTION: It was proposed by Cllr Gent to accept the Minutes as a correct record of decisions taken at the meeting; the proposal was seconded by Cllr Jackson. Council was unanimous in agreement.

Standing Orders were suspended:

16/121 DISTRICT COUNCIL REPORTS

There were no reports tabled from the District Councillors; Cllr Pepper is at Development Management Control meeting tomorrow and will circulate an update thereafter

16/122 COUNTY REPORTS

There was no report this month from County Ward Member Cllr Bowden

16/123 NATIONAL TRUST REPORT

A report was given by Phillip Smart, General Manager at Killerton.

Fairly quiet month, some personnel changes including change of rural surveyor as Daniel Fields moves to Cornwall. Recruitment in progress; proposal to increase resources on rural surveying side to give attention to all elements of estate that is deserved.

Lead ranger recruited, Steve Edmunds will be joining the Trust on Monday 18 July; currently senior ranger with EDDC

Let estate – 2 major refurbishments continue on Oakdene and Haglis properties.

Empty properties on the estate are being advertised on Rightmove, including those empty at New Buildings

Biomass boiler now operational, which means that Killerton house is no longer reliant on fossil fuels but currently buying in wood pellets. Longer term plan to look at using wood from own estate and using woodchips.

There are plans to replace/repair old roof on the mansion – failed 12 years ago and has had temporary tin roof since then. Internal governance process to realise funding, as well as looking at ways of saving money on the project and replace/repair as necessary rather than complete new roof.

Community involvement: Killerton supported the recent Cranbrook Day and Open Day at Elbury farm; Fun day was supported, although a finite amount of resources meant their presence in 2016 was not as great as it has been in previous years.

The Clyston Mill big picnic will take place this coming Friday which is an intimate evening for local residents to enjoy.

16/124 POLICE REPORT

The Police report for June 2016 was received and noted.

16/125 PUBLIC QUESTIONS

There was one public question from the Chairman of the Broadclyst Twinning Association, who reported the result of the recent EU referendum is concerning to members of both parties involved with the twinning charter.

It was suggested that a letter of reassurance be sent to Plobennalec-Lesconil to underline the Charter still stands, links are still valued and the Twinning programme and its work will continue regardless of the result of the referendum or any further implications arising from the result of the vote.

Cllr Massey stated that whilst the Council cannot get involved in any political movements or campaigns, it would be a gesture of reassurance and appreciation to send such a letter.

The meeting reconvened under Standing Orders

16/126 ACCEPTANCE OF REPORTS

Proposal: Cllr Jackson; it was proposed to accept reports received from stakeholders and to write a letter to the Mayor of Plobennalec-Lesconil

All Council members were in agreement and so it was **RESOLVED**.

16/127 COUNCIL REPORTS**i. Clerks report**

The Clerks Report for June 2016 and the report from a meeting with DCC Highways was presented to Council.

The following items were noted:

Action – Clerk to raise priority of lights at DPD depot junction with DCC
Clerk to contact the County Ward Member to ascertain how to take forward concerns discussed in the recent meeting with DCC Highways Officers, with a follow-up meeting to be scheduled for later in the summer.

ii. Comms Committee report

The Minutes of and a report from the Comms committee following its meeting on 20th June were presented to Council.

Printers and print run sizes: The value for money, service, and quality was agreed to be excellent from the current supplier; it was felt there is no need to review the supplier for printing until budget-setting for 18/19 in autumn 2017.

The recommendation was noted to run 2,000 editions in the autumn, 2,150 for Christmas and spring 2017.

RESOLUTION: Proposed by Cllr Gent to accept the Minutes as a true record of the meeting. Unanimously agreed

iii. Traffic Committee

The Traffic Committee's Officers report in relation to the direction of the Traffic Committee was presented to Council. Cllr Gent stated he has a DPI in public rights of way and took no part in the discussion.

Whilst the need for a Committee with a remit to look at traffic and highways matters in the parish is in no way disputed, the Traffic Plan itself was adopted some years ago and is now outdated. The remit of the Committee has grown to encompass cycle ways and footpaths, and so it is felt that a revision of the committee, its Members and its direction is timely.

RESOLUTION: It was proposed by Cllr Pepper that delegation be given to the Chairman, Cllr Bromley and an Officer to review the Traffic Plan and prepare a draft revision to be presented back to Council later this year.

Cllr Massey seconded the proposal, with Council unanimous in its agreement and so IT WAS RESOLVED

16/128 FINANCE**i. Bank Reconciliation**

The bank reconciliation for May 2016 was presented to Council.

RESOLUTION: It was proposed by Cllr Gent to approve the bank reconciliation, this

was seconded by Cllr Pepper; Council was unanimous in its agreement.

ii. **Payment Schedule for JUNE 2016**

The payment schedule was presented to Council resolve to approve the list of payments made for June 2016.

RESOLUTION: It was proposed by Cllr Massey to approve the schedule for June 2016, seconded by Cllr Gent and unanimously agreed.

16/129 COUNCIL DEVELOPMENT

i. **To discuss and resolve a strategy to recruit and retain Councillors**

The Localism Act and devolution combine to give more Powers and increased remits to Parish Councils, enabling them to play a more active role in the governance of their immediate local community and things which affect them on a day-to-day level. The time involvement on individual members need not be huge, especially as there is a good team of Officers to support Members, and the focus of Councillors work is largely on maintaining the quality of the everyday services delivered by the Parish Council as well as supporting the emerging communities in this unprecedented period of growth.

In order to help new Members, the introduction of a mentor system was discussed where a new or potential Councillor would be offered an experienced Councillor to guide them through the paperwork, terminology and process of meetings and the Council year.

RESOLUTION: It was proposed by Cllr Massey to introduce a mentor / buddy system to support newly co-opted Councillors. All members present indicated their support for this proposal and so it was resolved.

ii. **To review interest shown at the Fun Day and to arrange to follow up any leads**

The presence of a Parish Council stand at this year's Fun Day generated 3 potential leads; Cllr Pepper will follow up one, the Assistant Clerk has already followed up one and Cllr Pepper/Gent will get in touch with the third. Cllr Jackson reported he also has a potential lead which he will follow up.

iii. **To consider, in conjunction with the Comms committee, how Council can best serve its emerging community at Westclyst.**

RESOLUTION: Following on from the recommendation made by the Comms Committee, the need for regular communications to residents in new areas of development was discussed. It was proposed by Cllr Massey to:

- a. include a short insert letter of welcome and introduction from the Parish Council into the Autumn Broadsheet.
- b. Introduce a regular page featuring updates on developments in the West End into the Broadsheet.
- c. Investigate the use of personalised marketing material, with one possibility being the creation of a Parish Council fridge magnet which would contain contact details and useful local information / numbers and given to residents of Hillside Gardens.
- d. A community noticeboard would provide a central point for the dissemination of news and display of public notices.

It is appreciated this may be a long drawn-out process in terms of obtaining relevant permissions and funding a noticeboard.

The above proposal was seconded by Cllr Bromley and Council was unanimous in its agreement

- iv.** To resolve to work towards achieving the Quality Award under the National Association of Local Council's Local Council Award Scheme.
It was stated that when the Council was assessed for Foundation level, one of the comments from the assessors was that Council wasn't far off operating at the Quality level.

The accreditation fee for Quality standard is reduced by 20% if the application is made within 12 months of the Foundation award.

RESOLUTION:

It was proposed by Cllr Bromley to work toward the Quality Award; the proposal was seconded by Cllr Jackson and Council was unanimous in its support.

16/130 PLANNING

i. Planning Decisions:

The following planning decisions made by the Local Planning Authority in June 16 were noted:

Application ref:	Location:	Proposal:	Decision
16/1207/AGR	Gateshayes Farm Whimple EX5 2PA	Livestock building	Approved
16/1103/FUL	Land South Of Clyst Avenue, Broadclyst Station	Proposed extension of existing garage to provide car port and workshop/store	Approved
16/0902/MRES	Land At Tithebarn Lane (Drainage Pond) Blackhorse Lane Link Rd Northern Phase Clyst Honiton	Approval of reserved matters (appearance, layout, scale and landscaping) application for a revised drainage scheme for the approved section of the Blackhorse Link Road (15/1515/MRES) comprising the construction of a surface water drainage pond with associated works and landscaping (pursuant to outline planning permission 12/1291/MOUT).	Approved
16/0263/MOUT	Land Adjacent To Main Yard Lodge Trading Estate Broadclyst	Construction of 44 dwellings, including provision of access road and parking areas and laying out of recreational and amenity space, cycle path and bridge over railway and flood bunding (Outline	Refused

		application seeking approval of details of access, layout and scale reserving details of appearance and landscaping)	
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ii. Appeal decisions May/June 16:

It was noted there have been no appeal decisions announced in May/June 2016

iii. Validated applications:

The following validated planning application was discussed.

Planning applications can be viewed on the East Devon District Council's Planning Portal.

Application ref:	Location:	Proposal with link	
16/1444/TCA	Cedar View Town Hill Broadclyst EX5 3EJ	T1, Cypress: Fell.	Supported

iv. Strategic site update

A 'snapshot' overview detailing the progress of all strategic sites in Broadclyst Parish as at June 2016 was presented to Council.

16/131 STREET NAMING AT MOONHILL COPSE

EDDC Street Naming Dept. raised a request for the Parish Council to choose street names for no.3 roads in the development known as 'Land South of Moonhill Copse', planning ref 13/0215/MOUT

Suggested names:

For the main road through the site suggest "Poltimore Way" (as it is likely the Clyst Valley Regional Way will follow this route) or "Old Quarry Road" after the old quarry which was immediately adjacent to the site before the M5 was built

For the two small spurs: plots 3-9 suggest "Clyst View", and 24-30 suggest "Pinn View" after the 2 rivers which will be within sight of these properties

16/132 BRADNINCH BOWLS CLUB

A request was received from Bradninch Bowls Club for a letter of support to accompany its application to Mid Devon District Council's Town and Parish Fund for help towards purchase of a buggy for disabled bowls players.

RESOLUTION: It was proposed by Cllr Jackson that a letter of support be written; Council was unanimous in its agreement.

16/133 CORRESPONDENCE

- i. The May 2016 correspondence list was received and noted.
- ii. There were no actions or matters arising from the correspondence list as appropriate.

16/134 AGENDA 1st AUGUST 2016

There were no Agenda Items for 1st August 2016 put forward at this time.

Dates for forthcoming meetings this month were noted as follows, with a change to the scheduled Quarterly Finance meeting due to member availability:

Date	Committee	Venue	Start time
Tuesday 5 th July	Development Management Control	EDDC	10:00hrs
Wednesday 13 th July	EDDC Cabinet	EDDC	17:30hrs
Thursday 14 th July	Broadclyst Parish Council Finance Committee	Broadclyst Victory Hall or Sports Pavilions - tbc	20:00hrs
Monday 18 th July	Broadclyst Parish Council Planning Committee	Wiltshire Room, Broadclyst Victory Hall	19:00hrs
Tuesday 19 th July	Sports Pavilions Management Committee	Sports Pavilions	10:00hrs

16/135 CLOSE OF MEETING

The meeting closed at 21:00hrs

Signed:

Print:

Date:

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ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY REQUEST