



Present: Cllrs Baker, Bromley, Francis, Gent, Massey, Pepper (Chair).

In attendance: Clerk

Also present: Phillip Smart, Killerton General Manager; Toby Russel, Community Helipad Development Officer

Members of public: 0

19, New Buildings

Broadclyst

Exeter

EX5 3EX

www.broadclyst.org

There was an Ordinary Council meeting of Broadclyst Parish Council on **Monday 7th November 2016** at **19:00hrs** in the **Green Room, Victory Hall, Broadclyst** for the purpose of transacting the following business:

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MINUTES (Draft)

Press and Public were welcome to attend.

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

16/183 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 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.

Apologies were accepted from Cllrs Jackson (holiday), Staddon (work), Vaughan (prior engagement).

16/184 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 Town Clerk in advance of the meeting.

There were no DPI or personal interests declared.

16/185 APPROVAL OF MINUTES

To receive and resolve to approve as a correct record the Minutes of the Parish Council meeting held on 3rd October 2016 and the Minutes from the Planning Committee's meeting on 19th October 2016

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

Standing Orders will be suspended:

16/186 COMMUNITY HELIPAD

Toby Russel, Community Helipads Development Officer for the Devon Air Ambulance Trust, spoke about the process and cost of extending use of Broadclyst Recreation ground to be an emergency helipad.

Within the next week or so the Exeter helicopter will be flying up until midnight every day at an additional cost to the service of £1m (from £4.5 to £5.5m).

One of the critical elements of the success of night flying is working with communities to set up landing sites – 50m square, vehicular access nearby, pedestrian access; heart of community.

Site requirements – no wires/trees overhead – lighting at site. Safety is priority for paramedics, crew and patients when landing/take off, and to assess patients before transfer to air ambulance.

The helipad will be a community asset and the installation and maintenance of the lights etc. will be the responsibility of the community. Site visit to Broadclyst rec ground earlier this year; the site lends itself well in terms of proximity to road networks, landing and other requirements for community helipad. Requires lighting but no other fixed structures/ground markings. Controlled remotely by text signal switching system from Exeter team.

DAAT has given Pavilions site details to their contractor and a quote for the infrastructure has been prepared. It is approx. just under £5,600; alternative quotes can be sourced and / or parts of the project can be delivered by local tradesmen to reduce overall cost.

It is presumed that planning permission will be required for the light pole and landowners consent; this will also present opportunity for public support and community engagement.

The next nearest landing site is Cullompton or the RD&E. Without the community helipad being in place, the air ambulance will not land in Broadclyst.

16/187 DISTRICT COUNCIL REPORTS

District Ward Members Cllr Pepper tabled his monthly report

There was no report from Cllr Hale.

16/188 COUNTY REPORTS

There was no report from County Ward Member Cllr Bowden

16/189 NATIONAL TRUST REPORT

A report was received from Phillip Smart, Killerton General Manager. It's been a busy half term, the house is now gearing up for the Christmas theme and is set to open later this month. The work on Oakdene has been completed and the property is now on the letting market.

Number of planning applications for parking signs and meters at Killerton (charges apply to non-members) LBC and FUL for roof repair - intending to rebuild original chimneys. Gates on end of drive leading up to house and pillars proposed to be replaced.

Phillip has been in correspondence with Alison Marshall, Broadclyst's Neighbourhood Plan Officer about the issue of dogs on the recreation ground. The recreation ground is leased to the parish council for the benefit of the community. A community mandate will determine the outcome. There will be regular meetings between the National Trust and Broadclyst Neighbourhood Plan Steering Group to discuss matters pertaining to parish and neighbourhood plan business.

16/190 POLICE REPORT

The Police report for October 2016 was noted.

16/191 PUBLIC PARTICIPATION

There were no requests from members of the public to make representations, take questions or give evidence in respect of the business on the agenda under Standing Orders 3e to 3k.

The meeting will reconvene under Standing Orders

16/192 ACCEPTANCE OF REPORTS

Reports received from stakeholders were accepted.

It was proposed to continue investigations into funding streams for the community helipad.

16/193 COUNCIL REPORTS

- i. **Clerks report**
To receive the Clerks Report for October 2016 and to resolve to action any matters contained within as necessary
- ii. **Neighbourhood Plan**
An update from the Neighbourhood Planning Officer was presented to Council; the report contained a summary of the results from the recent community survey.
The full report can be found appended to these Minutes at Appendix A.
- iii. **Pavilions report**
The monthly report from the Pavilions was received. A meeting of the management committee took place on Thursday 3rd November; Minutes will be available shortly.
- iv. **Provision of Public Seats**
To receive the Clerks Report concerning the provision of Public Seats at the Dog Walking Field and to resolve to pass the request to the Finance Committee for consideration.

RESOLUTION – recommendations contained in the above reports were proposed by

Cllr Massey as follows:

The proposals were seconded by Cllr Francis and Council was unanimous in its agreement. Delegation was given to the Clerk to spend a maximum of £1,200 on 2 benches proposed Cllr Massey, seconded Cllr Baker.

16/194 CORPORATE GOVERNANCE AND FINANCE

i. Bank Reconciliation

RESOLUTION: It was proposed by Cllr Gent to approve the bank reconciliation for September 2016. It was seconded by Cllr Massey; Council was unanimous in its agreement.

ii. Payment Schedule for October 2016

The Payment Schedule for October 2016 was presented to Council.

RESOLUTION: It was proposed by Cllr Gent to approve the list of payments made for October 2016, totalling £13,368.24. It was seconded by Cllr Massey; Council was unanimous in its agreement.

iii. Broadclyst Parish Council Community Grants

To receive applications from 1st Pinhoe Scouts and Devon UK Mega 2017

1st Pinhoe Scouts: Although the usual limit for BPC community grants is £500, the Scouts have members from the new development at Hillside gardens and it is suggested that the balance of £500 should come from the emerging communities budget.

RESOLUTION: It was proposed by Cllr Baker that a grant totalling £1,000 be awarded. The proposal was seconded Cllr Bromley. All Council Members present indicated agreement by a show of hands.

Devon UK Mega 2017: This application does not meet the agreed criteria (as published on the Council's website) in that it is not a group that is specifically within and for the Broadclyst Parish community.

RESOLUTION: It was proposed by Cllr Gent that the application be refused and the applicant advised accordingly. The proposal was seconded by Cllr Baker; Council Members were unanimous in agreement.

iv. Broadclyst Youth Club Annual Review

To receive a report following an annual review of the Parish Council's Service Level Agreement (SLA) with the YMCA

RESOLUTION: It was proposed by Cllr Gent that:

- a. the report be noted
- b. recommendations within the report be passed to the Finance Committee for consideration when setting its budget for 2017/18
- c. the value of the group, despite membership of just under 100, be noted, and that financial provision be made in the 2017/18 budget for continuation of Youth Work in Broadclyst parish.

v. Finance Committee meeting

It was noted that the Finance Committee will meet on Tuesday 15th November 2016 in the Green Room, Victory Hall, Broadclyst at 19:30hrs to consider the 2017/18 Budget

16/195 ELECTORAL REVIEW OF EAST DEVON DISTRICT COUNCIL

To note that a response to the District Ward Electoral review consultation will be considered Broadclyst Parish Council's representatives and those of neighbouring parishes on Tuesday, 22 November at 7:00pm

16/196 PLANNING

i. Planning Decisions:

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

Application ref:	Location:	Proposal:	Outcome:
16/2098/FUL	Hillcroft, Clyst Honiton, Exeter, EX5 2AN	Conversion of roof space to accommodation with new dormer window and roof light to side elevation.	Approved.
16/2214/FUL 16/2215/FUL 16/2216/FUL 16/2217/FUL 16/2218/FUL	Channons Farm, Westwood, Broadclyst, Exeter EX5 3DH	Construction of roof over existing silage clamp Construction of roof over livestock handling area	Approved. Approved.

ii. Appeal decisions October 16:

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

iii. Validated applications:

There were no validated planning applications received between publishing of this Agenda and the meeting to consider.

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

16/197 CORRESPONDENCE

- i. The October 2016 correspondence list was received and noted Cllr Gent, seconded Cllr Massey
- ii. To resolve to action any matters arising from the correspondence list as appropriate.

16/198 AGENDA 5th DECEMBER 2016

There will be an update from the Primary School about the new school, at Westclyst at the meeting on 5th December 2016.

Dates for forthcoming meetings this month:

Wednesday 9 th November	EDDC Cabinet	EDDC	5.30pm
Tuesday 15 th November	Finance Committee	Green Room	7.30pm

16/199 CLOSE OF MEETING

The meeting closed at 21:00hrs

Signed:.....

Print:.....

Date:.....

ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY REQUEST

Appendix A

Neighbourhood Plan – update 31.10.2016

Broadclyst Neighbourhood Plan Community Survey

The survey closed on 17th July 2016 and 190 completed surveys were returned. The results were analysed by Devon Communities Together and the key points to note are as follows:

- 1) A sense of community is very important to residents
- 2) The natural environment and rural setting of the parish are also very important to residents and 93% of respondents said they were keen to see trees, hedgerows and natural habitats preserved and encouraged wherever possible
- 3) Residents living outside Broadclyst village, and in particular at Broadclyst Station and West Clyst, showed a desire for more community facilities local to them
- 4) The majority of residents looking to move home in the next five years would like to stay within the parish and would be looking for either a family home with 2 – 4 bedrooms or a retirement home
- 5) 60% of those responding agreed with the need for a dog free area or dog specific areas within the parish and, in particular, that the recreation ground and children's play areas should be dog free
- 6) Feedback evidenced that 86% of respondents would prefer any additional gypsy pitches to be contained within an extension to the existing site in Elbury Lane. There was little call for a new site
- 7) Transport issues relating to parking, speeding, public transport and cycle ways are areas that residents feel need improvement.

Next stages

- a) Cllr Vaughan has updated the NP Vision Statement
- b) A bright 3-fold flyer is currently being produced by Alison capturing 'words' used in the feedback to the above Survey together with brief statements on what a NP is, how to get involved, and the benefits of having such a plan. This will be printed in time for delivery alongside the winter Broadsheet
- c) EDDC has agreed to pay for a Housing Needs Survey and DCT have provided a draft copy of the basic survey which is currently being reviewed. It is planned that this Survey will be delivered to all households in January 2017 and that the results, expected in March 2017, will form further 'evidence' for the NP
- d) The NP policy areas will be based around the Environment, Community, Housing, Economy and Transport. Cllr Vaughan is currently looking into which trees within the parish are currently protected and whether others should be. Such evidence will be valuable when the time comes to start putting draft policies together.

e) Alison has met with Tim Spurway, EDDC, to discuss the BPC NP to date and best practices involved in moving the project forward. It has been agreed that Alison will work on the NP one day per week and, on this basis, the plan will take approximately a further 2 years to complete. The budget will be considered regarding the need to take on a Consultant to help with the plan further down the line.

f) The draft NP will include a consultation statement, the evidence, supporting statements and anything else as required to ensure the plan meets the basic conditions. This draft will then be submitted to the local planning authority for review and amended if applicable. Eventually, after independent examination of the final plan, there will need to be a public referendum where parish residents will vote on whether to accept the NP or not. A 'yes' vote, irrespective of the numbers involved, would see the plan put in place and run alongside the adopted Local Plan. This NP would then be used to inform planning decisions within the parish.

Support

Joining Locality has provided vast support to date and, as already agreed by Council, Alison will attend the Locality Annual Conference next week, 8th and 9th November, in York to gain further understanding of NP's and the up to date position with all things associated with them.

End.

Alison Marshall

31.10.2016