



Present: Cllrs Bromley, Francis, Gent, Massey, Pepper
(Chair), Staddon, Vaughan
Also present: Phillip Smart, National Trust
In attendance: Angie Hurren, Parish Clerk
Members of Public: 2

19, New Buildings
Broadclyst
Exeter
EX5 3EX
www.broadclyst.org

Broadclyst Parish Council Ordinary meeting

Press and Public are welcome to attend.

There was an Ordinary Council meeting of Broadclyst Parish Council on **Monday 3rd October 2016** at **19:00hrs** in the **Green Room, Victory Hall, Broadclyst** in which the following business was transacted:

MINUTES (Draft)

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

16/167 APOLOGIES

Council resolved to accept apologies for absence from Cllr Baker (illness) and Jackson (work).

16/168 DISCLOSABLE PECUNIARY INTEREST

There were no Declarations of Interest not currently on Councillors' ROIs. Cllr Gent reiterated his DPI in the Clyst Valley Regional Way, which is mentioned in the Clerks report. There were no pecuniary and personal interests in relation to items on this agenda to note; there have been no new dispensation requests for Disclosable Pecuniary Interest submitted to the Clerk.

16/169 APPROVAL OF MINUTES

The minutes of the following meetings were received for the Parish Council meeting held on 5th September 2016 and the Planning Committee which met on Thursday 12th September 2016. .

RESOLUTION: It was proposed by Cllr Bromley 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.

16/170 SABBATICAL EXTENSION

It was proposed by Cllr Pepper to extend Cllr Wollacott's sabbatical until 31st March 2017; this was seconded by Cllr Gent and Council was unanimous in its agreement.

Standing Orders were suspended:

16/171 DEVON COMMUNITIES TOGETHER

Janice Alexander spoke to Council with respect to the Housing Needs Survey and to resolve to delegate powers to the Neighbourhood Planning Steering Group to take this forward.

Devon Communities Together; working for EDDC as they have agreed to fund survey for Broadclyst. There will be a £700 P&P charge to the parish council

Survey will identify the housing need and consider the balance between affordable and open market – survey for all types of housing – meets local need to fulfil local connection requirement

To be in housing need must be living in a house which has issues – i.e. too big/small, too expensive, poor condition. Must have local connection to the town/village.

The survey is in 3 parts

- Part 1 general circumstances as to current situ
- Part 2 relates to older people
- Part 3 relates to actual need – people who want to move in next 5 years for whatever reason. Part 3 will ask about Self builds etc.

Can then work out how many houses needed in next 5 years – has a shelf-life of 4-5 years.

Report back to NP SG

Response rate – 25-30%; ask parish to promote survey – posters, social media, website.

People on Devon Home Choice register contacted direct. Census provides background data.

Timeline – ideally either needs to go out ASAP to go out before Christmas, or to wait until January. The parish will consider offering a prize as an incentive to return completed surveys. The survey is delivered to every house in the parish; approx. 3 weeks between distribution and closing date. Janice will need the survey within 2 weeks in order to get it printed ready to distribute in time for November.

16/172 DISTRICT COUNCIL REPORTS

District Ward Members Cllr Pepper tabled his report for September which included the Ward boundary review for East Devon District Council which runs from now until 5th December 2016. There was no report from Cllr Hale.

16/173 COUNTY REPORTS

County Ward Member Cllr Bowden sent his apologies; he had another meeting to attend.

16/174 NATIONAL TRUST REPORT

Phillip Smart, General Manager at Killerton gave a report.

There will be a memorial service for David Jenkins who sadly passed away in September.

A new rural surveyor has been appointed, starts in post early November. Work on Oakdene and Haglis Cottages is both progressing; Oakdene should be advertised on the rental market fairly soon.

Killerton House

The recent national exhibition of spinners, dyers and weavers drew in an additional 4,000 visitors to what has been a busy autumn season.. The annual Apple and Cider festival will be coming up later this month with the Christmas theme "A Grimm Christmas" fast approaching thereafter.

Killerton Projects

There are 2 current projects:

- to repair the roof at Killerton hopefully starting in March 2017, which is anticipated to take approx. 6 months to complete.
- the implementation of Car park charges in main visitor car parks (apart from Members, which account for approx. 80% of visitors). There will shortly be a Planning application to site the car park meters and it is anticipated the project will roll out in Spring 2017.

A newsletter which updates Killerton Estate tenants was suggested; there is not capacity to look at this at the moment however it's something which could be taken forward in the future.

16/175 POLICE REPORT

The Police report for September 2016 was received. Number of Crimes: 8 (4 of which domestic/sexual in nature)

16/176 PUBLIC QUESTIONS

There were no Public questions on items on this Agenda

The meeting reconvened under Standing Orders

16/177 ACCEPTANCE OF REPORTS

RESOLUTION:

It was proposed by Cllr Massey to accept reports received from stakeholders and to delegate powers to the Neighbourhood Planning Steering Group to work with Devon Communities Together to undertake a Housing Needs Survey for the parish. This proposal was seconded by Cllr Vaughan; Council was unanimous in its agreement.

16/178 COUNCIL REPORTS

i. Clerks report

The Clerks Report for September 2016 was received.

RESOLUTION: It was proposed by Cllr Gent that the following actions be progressed:

ACTIONS:

- a. It was reported that residents of Mosshayne Lane are having problems exiting/entering at the junction with the B3181. Clerk to contact DCC NHO to ask for "keep clear" to be painted on the road.
- b. Authority was delegated to Cllr Gent and the Clerk to work with the landowner to arrange consent for these works at the cost of no more than £500 to establish the cause of the blockage in the first instance.

- c. External support: it was noted the Clerk's work for Clyst Honiton Parish Council will be charged at the rate of £120 in half day blocks, and that the support be made available in the short term whilst the Council advertises for and interviews/recruit's a new Clerk. Should this take longer than a few months, Clyst Honiton Parish Council have been advised they will need to source a Locum Clerk.

The proposed actions were seconded by Cllr Massey, and unanimously agreed by all Members present.

ii. **Pavilions report**

The monthly report from the Pavilions Administrator was received and noted.

iii. **Adopt a Kiosk Report**

A report concerning to possibility of adopting telephone kiosks was briefly discussed; it was agreed that this item be deferred to the November meeting so the implications with regard one of the boxes being Listed can be further investigated.

iv. **Neighbourhood Planning**

A report was received from the Neighbourhood Planning Steering Group.

The following recommendations were proposed by Cllr Vaughan:

- a. to support the Neighbourhood Plan Steering Group with its existing work and survey analysis
- b. to form a second part to the Steering Group which will work with Devon Communities Together on the housing needs survey, consider if the Neighbourhood Plan should contain green/brownfield development policies, consider any potential site allocations, improvements to green infrastructure, highways links etc.

The proposal was seconded by Cllr Gent; Council was unanimous in its agreement.

16/179 CORPORATE GOVERNANCE AND FINANCE

i. **Bank Reconciliation**

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

ii. **Payment Schedule for September 2016**

The Payment Schedule for September 2016 was presented to Council.

RESOLUTION: It was proposed by Cllr Gent to approve the list of payments made for September 2016, totalling £17,187.75. It was seconded by Cllr Staddon; Council was unanimous in its agreement.

iii. **Town And Parish (TAP) fund support**

Council has been approached by Bradninch Town Council for a letter of support for their project to resurface the very poor surfaces around the Bradninch Youth Club.

This is a joint project between the Youth Club and the Bradninch Youth Centre Trust.

NB: under the new rules of the Mid Devon TAP fund, organisations can appeal directly to Mid Devon having got support from at least two local parishes. It was agreed to write a letter of support for this worthy project.

iv. Local Government Finance Settlement Consultation

A report regarding the Consultation and the possibility of capping local council precepts and introducing referenda principles for increases over 2% was presented to Council. It was proposed by Cllr Massey to submit a comment to the Consultation that an element of flexibility is essential if local councils are to be able to respond to their communities needs and take on devolved services from the principal councils. The cost of a referendum would be counter-productive to the parish tax payer; good Governance and Accountability practices already regulate precept levels without stifling communities which want to evolve.

RESOLUTION: The proposal to submit a comment not supporting the introduction of capping and referenda principles was seconded by Cllr Gent; all Members were unanimous in agreement.

16/180 PLANNING

i. Planning Decisions:

The following Local Planning Authority planning decisions made in September 2016 were noted:

Application ref:	Location:	Proposal:	Outcome:
16/1848/PDQA	Shermoor Farm Station Road Broadclyst	Operational development to convert agricultural buildings to 3no. dwellings associated with prior approval 16/1304/PDQA	Decided
16/0746/MRES	Science Park Centre 6 Babbage Way Science Park Clyst Honiton Exeter EX5 2FN	Approval of Reserved matters in respect of the siting, design and external appearance of a Research and Development (Class B1b) building, as described in the Outline Planning Application, with associated landscaping, access and parking, together with additional details as required by Conditions attached to the Outline Planning Permission.	Approved
16/0747/MRES	Science Park Centre 6 Babbage Way Science Park Clyst Honiton Exeter EX5 2FN	Approval of Reserved matters in respect of the siting, design and external appearance of a Research and Development (Class B1b) building, as described in the Outline Planning Application, with associated landscaping, access and parking, together with additional details as required by conditions attached to the Outline Planning Permission.	Approved

ii. Appeal decisions September 16:

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

iii. Validated applications:

It was noted that the Planning Committee will meet on Wednesday 19th October to consider the following validated planning applications; the table below is for information only.

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

Application ref:	Location:	Proposal with link
16/2098/FUL	Hillcroft, Clyst Honiton EX5 2AN	Conversion of roof space to accommodation, with new dormer window and roof light to side elevation
16/2231/FUL Validated: Wed 21 Sep 2016	35 Poundland Broadclyst Exeter EX5 3HB	Construction of 2 storey side extension and replacement single storey extension to rear
16/2098/FUL Validated: Wed 07 Sep 2016	Hillcroft Clyst Honiton Exeter EX5 2AN	Conversion of roofspace to accommodation, with new dormer window and rooflight to side elevation
16/1934/MRES Validated: Wed 21 Sep 2016	Land At Old Tithebarn Lane Clyst Honiton	Reserved Matters application in relation to phases 4 and 6, pursuant to outline planning permission 12/1291/MOUT, for the provision of a new Country Park, pedestrian and cycle links (including 2 timber bridges), sustainable urban drainage and associated infrastructure. The partial discharge of conditions 1, 4, 5, 10, 13, 17, 19 and 21 together will the full discharge of condition 6 of application 12/1291/MOUT relating to phases 4 and 6.
16/1935/MRES Validated: Wed 21 Sep 2016	Land North Of Old Tithebarn Lane Clyst Honiton	Reserved Matters application in relation to phases 2 and 5, pursuant to outline planning permission 12/1291/MOUT, for the erection of 248 dwellings, public open space, landscape planting, pedestrian, cycle and vehicular links (including the western extent of the Mosshayne Link Road) and associated infrastructure. The partial discharge of conditions 1, 4, 5, 7, 10, 13, 17, 19, 20, and 21 of application 12/1291/MOUT relating to phases 2 and 5.

16/181 COUNCIL MEMBERS

The recruitment of new Council Members was discussed. There were 2 members of public in attendance who have expressed interest in being co-opted as a Local Councillor, with

interest from a third. It was noted that the Council currently has 5 vacant seats. Council will offer potential members the chance to 'buddy' with an experienced member to guide them through the first few meetings, explaining terminology and procedures.

16/182 CORRESPONDENCE

- i. The September 2016 correspondence list was circulated.
- ii. It was resolved to advertise for interest in a CAB rural heating advice session in the Broadsheet and to liaise with the CAB to deliver the session if it is required.

16/183 AGENDA 7th November 2016

There were no Agenda Items put forward for 7th November 2016

Dates for forthcoming meetings this month were noted as:

Tuesday 4 th October	Development Management Control	EDDC	10:00hrs
Wednesday 9 th October	EDDC Cabinet	EDDC	17:30hrs
Friday 21 st October	Sports Pavilions Management Committee	Sports Pavilions	14:00hrs

16/184 CLOSE OF MEETING

The meeting closed at 20:30hrs

Signed:

Print:.....

Dated:.....

ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY REQUEST