



Presents: Chairman: Cllr Pepper
Members Present: Cllrs Baker, Lock, Jackson, Staddon, Wollacott
In attendance: Clerk, NP Officer
Also present: Cllr Ray Bloxham, DCC Ward Member
Members of public: 0

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 which will be held on **Monday 7th August 2017 at 19:00hrs** in the **Green Room, Victory Hall, Broadclyst** for the purpose of transacting the following business:

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MINUTES (Draft)

17/134 APOLOGIES

Council resolved to accept apologies from Cllr Bromley and Rylance (Work), Francis and Massey (holiday);

17/135 DISCLOSABLE PECUNIARY INTEREST

There were no new interests declared on items on this agenda.

17/136 MINUTES

RESOLUTION: It was proposed by Cllr Baker to approve as a correct record the minutes of the Parish Council meeting held on 3rd July 2017. This proposal was seconded by Cllr Lock and unanimously agreed.

Standing Orders were suspended:

17/137 DISTRICT COUNCIL REPORTS

District Ward Members Cllr Pepper and Rylance reported that it's relatively quiet at the District Council during the summer. Cllr Pepper reported that the Clerk had requested written updates to be circulated in advance of the meeting. This makes most efficient use of meeting time and enables questions to be raised on content of the reports.

17/138 COUNTY REPORTS

DCC County Ward members Cllr Bloxham conveyed apologies from Cllr Randall-Johnson. He introduced himself and the way in which he works, representing the parishes at County and feeding back through the Clerk and dealing with issues as they arise.

17/139 NATIONAL TRUST REPORT

Phillip Smart, General Manager at Killerton, has sent apologies.

17/140 POLICE REPORT

The Police reports for June/July 2017 were circulated

17/141 PUBLIC QUESTIONS

There were no public questions on items on this Agenda

The meeting reconvened under Standing Orders

17/142 ACCEPTANCE OF REPORTS

The reports received from stakeholders were accepted with no actions arising.

17/143 COUNCIL REPORTS

i. Clerks report

The Clerks Report for July 2017 was received.

The following recommendations were considered:

- a. that the Council includes the cost of tickets for commercial waste disposal when considering budget allocation for grass cutting and footpath maintenance in 2018/19

RESOLUTION: It was proposed by Cllr Wollacott that this be noted for budget setting; seconded Cllr Baker and unanimously agreed.

- b. the Bowls Green contractor has recommended that additional work is needed to address the moss issue in the green to the tune of approximately £1,000. The level of expenditure over income for this community facility was discussed as a growing issue.

RESOLUTION: It was proposed by Cllr Wollacott to vire the amount for this additional work from EM reserves (groundworks), seconded Cllr Baker and unanimously agreed.

- c. that the Council carries out a review of DDA-compliance in the Blackhorse lane / Endsleigh Crescent area

RESOLUTION: It was proposed by Cllr Baker to carry out the review in conjunction with local residents; seconded Cllr Jackson and unanimously agreed.

ii. Pavilions Report

The Pavilions Administrators report for July 2017 was received, and Minutes of the Pavilions AGM were noted.

iii. Traffic report

A report was received from Cllr Gent following attendance at a public meeting at the Primary school relating to traffic matters and the school's travel plan

iv. Street naming

The names suggested to EDDC's Street naming department for the first phase of the Tithebarn Green phases were noted.

17/144 FINANCE

i. Quarterly Finance report

The notes from an inquorate Finance Committee meeting were received, Minutes from the Staffing committee meeting held on 18 July 2017, and a report from the Finance Chairman. Recommendations from staffing committee to be ratified by Council as Finance was inquorate.

Staffing Minutes: Cllr Staddon declared an interest as a family friend of Natasha Curwood.

RESOLUTION: It was proposed by Cllr Wollacott to approve the quarterly finance report for the first quarter 2017/18, seconded Cllr Staddon. Council was unanimous in its agreement.

ii. **Bank Reconciliation**

Current Account: £96,353.73; Reserves Account: £55,801.28; all Council's accounts reconcile.

RESOLUTION: It was proposed by Cllr Wollacott to approve the Bank reconciliation for July 2017; seconded by Cllr Staddon. Council was unanimous in its agreement.

iii. **Financial Statement**

To receive Financial Statement and balance sheet to 30 June 2017

RESOLUTION: It was proposed by Cllr Wollacott to approve the financial statement for July 2017; seconded by Cllr Baker. Council was unanimous in its agreement.

iv. **Budget monitoring**

To receive a detailed breakdown on Income and Expenditure to 30.06.2017, including percentage spends on allocations.

RESOLUTION: It was proposed by Cllr Wollacott to approve the budget monitoring for July 2017; seconded by Cllr Staddon. Council was unanimous in its agreement.

v. **VAT**

It was noted that the VAT reclamation up to 30 June 2017 has been submitted to HMRC in accordance with Part II, Reliefs, Exemptions and Payments, Section 33, (3) (a) of the VAT Act 1994

vi. **Payment Schedule**

To resolve to approve the list of payments for July 2017 for £16,138.39

RESOLUTION: It was proposed by Cllr Wollacott to approve the payments for July 2017; seconded by Cllr Staddon. Council was unanimous in its agreement

vii. **Parish Together projects**

a. A request was received for support for EDDC's Great Trees project and resolved how much of this year's funding to allocate should Council be mindful to support.
It was agreed to match Cranbook's allocation of a maximum of £500 towards the project.

b. Council considered a request to support an application for funding from Mid Devon's TAP fund towards a community helipad at Bradninch. It was agreed to support the project.

viii. **Community Grant re-allocation**

It was noted that the Hele Conservation project is no longer going ahead, and the Council received a request for the £500 grant to be re-allocated to go towards 3 heritage route boards. The re-allocation was agreed, to be spent before 31.03.2018

17/145 NEIGHBOURHOOD PLAN

The Neighbourhood Plan Officer gave her report which contained the following recommendations:

Call for Land: Recommendation for the Parish Council to adopt and accept that development of land in a Neighbourhood Plan is far more embracing than land for housing and that development of land has three separate strands (development, including provision of community facilities, new

businesses, regeneration of areas. identify spaces for community use; protection/conservation i.e. green spaces, heritage sites, woodland, orchards, etc.; specific use, i.e. to provide additional cycle paths to help traffic congestion issues) in a Neighbourhood Plan.

RESOLUTION: It was proposed by Cllr Wollacott to recognise Neighbourhood Planning is much more far-reaching than merely additional housing as outlined above. This was seconded by Cllr Jackson and agreed unanimously.

Terms of Reference: Recommendation for the Parish Council to adopt and accept the Terms of Reference for the Broadclyst Neighbourhood Plan Steering Groups.

RESOLUTION: It was proposed by Cllr Wollacott to adopt the proposed changes to the Terms of Reference; seconded Cllr Jackson and unanimously.

17/146 GOVERNANCE - POLICIES REVIEW

The following draft policies were received and updated

- i. Dispensations Procedure Guide.
- ii. Community Engagement Statement of Intent.

RESOLUTION: It was proposed by Cllr Wollacott to accept the policies, seconded Cllr Staddon; Council was unanimous in its agreement.

17/147 PLANNING

i. Planning Decisions:

These planning decisions made by the Local Planning Authority in July 2017 were noted:

Application ref:	Location:	Proposal:	Decision:
17/1283/FUL	Broadclyst Community Primary School EX5 3JG	Enclosure of floor space under existing roof	Approved
17/1393/FUL	26 Elm Close EX5 3LT	Construction of single storey extension	Approved
17/1258/FUL	Homewood 1 Cotterell Road EX5 3RZ	Construction of single storey extension	Approved
17/1048/FUL	Victory Hall EX5 3EE	Provision of external doors and replacement of window frames in enlarged existing opening and construction of terrace	Approved
16/1934/MRES	Tithebarn Country Park Phases 4	Reserved Matters application in relation to phase 4, 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 conditions 6 and 16 of application 12/1291/MOUT relating to phase 4.	Approved

ii. Appeal decisions July 2017:

It was noted that there have been no appeal decisions announced in July 2017

iii. Planning Comment

It was noted that the Planning Committee submitted its comment to the Local Planning Authority following its public meeting on Thursday 13th July 2017

iv. Validated applications:

The following validated planning applications received for consultation as below were deferred for discussion by the Planning Committee.

Application ref:	Location:	Proposal with link
17/1504/CPE	Little Barton Farm Broadclyst Exeter EX5 3DE	Certificate of existing lawfulness for the construction of an agricultural building.
17/1737/CPL	1 Alexandra Terrace Broadclyst Station Exeter EX5 3AU	Construction of dormer window on rear roof slope

17/148 CORRESPONDENCE

- i. The July 2017 correspondence list was received
- ii. It was noted that the matter of litter on the B3174 has been raised with Streetscene by the Clyst Honiton Clerk

17/149 AGENDA 4 SEPTEMBER 2017

There were no Agenda Items out forward for the next meeting

17/150 CLOSE OF MEETING

The meeting closed at 20:30hrs

Signed:.....

Print:.....

Date:.....

ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY REQUEST