



Chairman: Cllr Chris Pepper
Members Present: Cllrs Baker, Bromley, Gent,
Massey, Rylance, Waldron,
In attendance: Clerk, Deputy Clerk,
MOP: 1

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

Broadclyst Parish Council Ordinary meeting

Press and Public were welcome to attend.

There was 1 item for discussion under part B (exclusion of press and public) on this agenda.
 Members of public are reminded that their attendance at this meeting is a matter of public record.

There was an Extraordinary Council meeting of Broadclyst Parish Council held on **Thursday 16th Aug 2018 at 19:30hrs** in the **Sports Pavilions, Holly Close, Broadclyst EX5 3JB** for the purpose of transacting the following business:

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MINUTES (Draft)

18/140 MEMBERS APOLOGIES

Apologies: Council resolved to accept apologies from Cllr Francis (holiday), Jackson (work), Lock (holiday). Cllr Staddon did not attend.

18/141 DISCLOSABLE PECUNIARY INTEREST

There were no Councillor interests declared. The Clerk declared that her son is an employee of the applicant for planning application 18/1666/COU.

18/142 MINUTES

RESOLUTION: It was proposed by Cllr Pepper to receive the meeting notes of the inquorate Full Council Meeting held on the 6th August 2018, providing a public record of the developer presentation (no other business conducted). The proposal was seconded by Cllr Bromley. Cllr Gent proposed to accept the minutes for the COMM's 10th July meeting. Cllr Massey proposed to accept the Staffing Minutes from 16th July and Planning Minutes from 30th July meetings. The proposals were seconded by Cllr Pepper – agreed by Members who had been in attendance at respective meetings.

Standing Orders were suspended:

18/143 COUNTY AND DISTRICT COUNCIL REPORTS

- i. No reports received from County Division Members Cllr Bloxham and Randall-Johnson.
- ii. No reports received from District Ward Members Cllr Pepper and Rylance

18/144 NATIONAL TRUST REPORT

The National Trust met with the Clerk for a site walk to discuss and clarify responsibilities for the maintenance of different areas within the parish. It is noted with thanks that the NT will take responsibility for the mature trees on the recreation ground, with the PC retaining responsibility for trees in/around the Pavilions/Play area. An area of public open space will be created within the community orchard at Dog Village and excluded from the orchard management scheme which cuts the grass once a year for hay. Further details appended to the Clerks report (Appendix B Aug 2018).

18/145 PUBLIC QUESTIONS

There were no public questions on items on this agenda.

The meeting reconvened under Standing Orders

18/146 ACCEPTANCE OF REPORTS

Matters arising from any of the public/stakeholder reports received this evening are hereby noted and reports accepted with thanks.

18/147 COUNCIL REPORTS

i. Clerks report

The Council received the Clerks Report for July 2018 containing recommendations as follows:

- SSI consultation – Cllr Gent proposed that the Parish Council does not respond to the consultation. Seconded by Cllr Bromley Unanimously agreed.
- For Council to note the price increase in the BT business line.
Unanimous agreement

ii. Pavilions report

The Council received and noted the Pavilions Administrator report for July 2018.

18/148 NEIGHBOURHOOD PLAN

Council received a report from the Neighbourhood Plan Officer, containing the following recommendations:

- a. Summaries of traffic survey to be reported.
- b. Technical support grant for 16 sites.

RESOLUTION: It was proposed by Cllr Gent that the recommendations be agreed:
Seconded by Cllr Massey; unanimously agreed.

18/149 FINANCE

i. Finance Committee Minutes and Chairman report

The Council received the Minutes and a report from Cllr Waldron following the Council's quarterly Finance Committee meeting which was held on 16th July 2018. It was noted that virements and spends from EMR agreed by the Finance Committee have been made.

RESOLUTION: It was proposed by Cllr Baker to accept the Minutes of the Finance Committee meeting on 16th July as an accurate record of the meeting; seconded Cllr Bromley, and unanimously agreed.

ii. Payment Schedule

It was noted that provision exists in Council's Financial Regulations to make payments in order to avoid late payment charges, which would be incurred if the schedule was not agreed at this meeting. Therefore, the list of payments for July 2018 was checked by the Chairman and Cllr Gent against all original invoices and signed as correct so payments could be made, with ratification (in arrears) of the payments being deferred to this meeting.

RESOLUTION: It was proposed by Cllr Baker to approve the payment schedule for July 2018, noting the interim approval by Cllrs Pepper and Gent on 6th August 2018; seconded Cllr Bromley, and unanimously agreed.

iii. Community Fund Application

RESOLUTION: It was proposed by Cllr Gent to accept and approve an application to the Community Fund from Tornados Netball Club for £330 towards Broadclyst residents league registration fees. Seconded by Cllr Baker; all Members unanimously agreed.

18/150 GOVERNANCE**i. Delegation Scheme**

The Council receive an updated Delegation Scheme as recommended by the Finance Committee.

RESOLUTION: It was proposed by Cllr Baker that the Council adopts the updated scheme; seconded Cllr Bromley, and unanimously agreed.

ii. Acquisition & Disposal Policy for Land and Property

RESOLUTION: Cllr Gent proposed to accept the draft policy for Acquisition and Disposal Policy. This was seconded by Cllr Waldron and unanimously agreed.

iii. Financial Regulations updated

The Council's Financial Regulations have been updated to include two new items: 14.7 (Disposal of stock/equipment over £5,000) and 14.8 (acquisition and disposal of land and property).

RESOLUTION: It was proposed by Cllr Gent that the Council adopts the updated Financial Regulations; seconded Cllr Waldron, and unanimously agreed.

iv. Apologies Policy

The LGA 1972 (Schedule 12 (12) states that no business shall be transacted at a meeting of a parish council¹ unless at least one-third of the whole number of Members of the Council are present at the meeting. The whole number of Members for Broadclyst is 15, therefore the minimum number of Members required to be present to make a lawful resolution is 5. It is understood and accepted that members sometimes have other commitments, however to progress Council business and make best use of time, the apologies policy respectfully requests apologies to be tendered to the Clerk no less than 24 hours in advance of the meeting (save for emergencies) so meetings can be rescheduled if they are going to be inquorate.

RESOLUTION: It was proposed by Cllr Massey to accept the draft Apologies policy. Seconded by Cllr Gent. Council unanimously agreed.

18/151 PLANNING**i. Recent decisions June 2018**

The following decisions were noted:

Application ref:	Location:	Proposal:	Decision
17/2961/FUL	Land Adjacent To 9 Shercroft Close Broadclyst Exeter EX5 3DZ	Erection of detached dwelling	Approval with conditions
18/1139/FUL	2 Endsleigh Crescent Blackhorse Exeter EX5 2AW	Construction of single storey rear extension.	Approval with conditions

¹ Committees have a lower quorum, usually 3. The quorum for committees is set out in its Terms of Reference.

18/1477/FUL	1 Alexandra Terrace Broadclyst Station Exeter EX5 3AU	Construction of single storey rear extension and replacement first floor window to rear	Approval with conditions
18/1580/AGR	Brook Hill (land At) Broadclyst	Reinstatement of forestry track	Approved

ii. **Appeal decisions July 2018:**

It was noted there have not been any appeal decisions announced in July 2018

iii. **Validated applications:**

The following validated planning applications had been received for consultation. The Council agreed the following responses to the consultations:

18/1147/FUL St Peters Evangelical Church Station Road Broadclyst

[Demolition of an existing extension, construction of a new single storey extension, conversion of former chapel to a single dwelling with ancillary garden/amenity space and off-road parking.](#)

Supported: Council noted it will be good to see building restored and brought back into use.

18/1666/COU Lodge Trading Estate Broadclyst EX5 3BS

[Change of use from A1 \(retail\) to B1 \(offices\), B2 \(general industry\) and B8 \(storage and distribution\)](#)

Thank you for consulting Broadclyst Parish Council; Council wish to raise the following comments:

- i. It was noted that the table on page 6 of the Technical traffic note refers to potential trip rates based on the roof square area rather than actual movements
- ii. it was further noted that the site has been found to be unviable as a retail outlet, and so its use is somewhat limited.
- iii. Station Road has long-established issues with congestion; in recent years volume has increased, a fact borne out by DCC traffic count surveys in March 2013 and February 2018.
- iv. Residential parking either side of the bridge increases the length of single track road, especially from the southern approach. Cars and small vans can pass on the bridge and northern approach, however larger vans and LGV's cannot pass. There is an existing issue with LGV congestion on the bridge, especially at peak times for commuter and school-generated vehicle trips (including school busses).
- v. Station Road has become infamous for increasing congestion and it is recognised by DCC that there are no easy options when looking at improvements. The Broadclyst Neighbourhood Plan seeks to address issues around the southern junction with the old A30 and is keen to explore alternatives and solutions through the GESP and with the Cranbrook delivery partners.

- vi. The site is part of a wider area that has been identified in the Broadclyst Neighbourhood Plan as an area for regeneration; traffic impact will be a major factor for the community when considering potential future use(s) of the site.

Summary: brownfield redevelopment is welcomed, as is local employment; however, the Council feels that B8 use at this location and the actual trip rate will generate increased large vehicle movements on Station Road, which - whilst only occasional - will add to the existing congestion, delay, and frustrations around the railway bridge. For this reason, Council feels the cumulative impact of traffic associated with B8 use is unacceptable and unable to be sufficiently mitigated, and resolved that for this reason it is **unable to support** this change of use application.

18/1660/MFUL Land At Pinn Court Farm Pinn Court Lane Exeter EX1 3TG

[The erection of a 72-bed care home together with associated works](#)

Following engagement with the applicant at pre-app and outline application, Council has no further comments to make and resolved to support this application.

18/1637/FUL 41 - 43 Pinn Hill Exeter EX1 3TH

[Extensions and alterations including partial raising of roof and single storey rear extension and change of use from retail and warehouse premises to funeral directors](#)

Council resolved to support this application.

18/1780-1783/FUL Channons Farm, Westwood

Council resolved to support all four of these applications.

18/1834/LBC Lake House, Town End

Defer to Listed Building Officer – does not wish to comment.

18/1818/FUL Harepathstead Farm, Westwood

Council resolved to support this application.

18/152 CORRESPONDENCE

- i. Council received the correspondence list for July 2018.
- ii. An email has been received from Broadclyst Church regarding celebrations of the 100-year anniversary of the end WW1, possibly a celebratory event on Remembrance Day. Council considered the request and felt that rather than a one-off event it would be fitting to create a memorial / peace area which members of public could use socially (maybe a picnic area at the top of the playing field?).

18/153 AGENDA ITEMS FOR NEXT MEETING

Agenda items for the next meeting were requested.

18/154 EXCLUSION OF PRESS AND PUBLIC

Due to the contractual nature of the following items the Chairman proposed to exclude the press and public from the remainder of the meeting on the basis of Section 1 paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960, which stipulates that a council may, by resolution, exclude the public from a meeting (whether during the whole or part of the

proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings.

18/155 QUOTE FROM NEW WATER SUPPLIER

Council received a quote from a new water supplier. The water and sewerage charges are cheaper by a few pence per unit, as is the standing charge. The company offers a single point of log-in and account management as opposed by the current supplier which requires a log-in per meter.

RESOLUTION: It was proposed by Cllr Massey that the Council changes its water provider from South West Water to Tor Water, with delegation to Officers to progress. Seconded by Cllr Baker, unanimously agreed.

18/156 TO CLOSE THE MEETING

The meeting closed at 9pm.

Signed:

Print:.....

Date:.....

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