

**Members Present: Chairman Cllr Pepper.
Cllrs Baker, Bromley, Chamberlain, Jackson,
Lock, Massey, Rylance, Staddon, Waldron**

**Also present: Andrew Rowe, Strategic Planning
Lead for Eagle One**

In attendance: Clerk, Deputy Clerk

M.O.P. 1



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

Broadclyst Parish Council Ordinary meeting

Press and Public were welcome to attend.

There were no items for discussion under part B (exclusion of press and public)..

Members of public were reminded that their attendance at the meeting is a matter of public record.

There was an Ordinary Council meeting of Broadclyst Parish Council on **Monday 1st October 2018** at **19:00hrs** in the **Green Room, Victory hall, Broadclyst, EX5 3EE** for the purpose of transacting the following business:

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MINUTES

18/174 MEMBERS APOLOGIES

Council resolved to accepted to accept apologies Cllr Francis (prior engagement).

18/175 DISCLOSABLE PECUNIARY INTEREST

Members were reminded to declare personal and pecuniary interests on items on the agenda. Cllr Staddon declared his interest in agenda item 18/183(iv)(b) as Chairman of the Victory Hall.

18/176 MINUTES

RESOLUTION: It was proposed by Cllr Bromley, seconded by Cllr Waldron, with Council unanimously in agreement. To receive and resolve to approve as a correct record the minutes of the following meetings: Full Council 3rd September 2018

Standing Orders were suspended:

18/177 EAGLE ONE PRESENTATION

To receive a presentation from Eagle One on progress to date and future plans for the Exeter Science Park.

18/178 COUNTY AND DISTRICT COUNCIL REPORTS

- i. There was no report from County Division Members Cllr Bloxham and Randall-Johnson, however they continue to work with the PC on matters as they arise.
- II. Cllr Rylance gave Council an update on the Greater Exeter Strategic Plan (GESP).

18/179 NATIONAL TRUST REPORT

There was no report from the National Trust this month.

18/180 PUBLIC QUESTIONS

Questions were raised from the floor and MOP in attendance as to Ward Members individual responses to the Hayes Farm RM application. Concerns were expressed as to inconsistencies between verbal and written representations.

The meeting reconvened under Standing Orders

18/181 ACCEPTANCE OF REPORTS

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

18/182 COUNCIL REPORTS

i. Clerks report

The Clerks report for September 2018 was received; recommendations were considered and resolved as follows:

Resolution	Proposer	Seconded	Unanimous
That the Council notes the trial of a growth-inhibitor in response to comments about the short-lifespan of pitch lines from the football teams.	Cllr Staddon	Cllr Waldron	Unanimous
That the Council notes the update regarding Westclyst Football Pitch and thanks Noel for his hard work and goodwill	Cllr Staddon	Cllr Waldron	Unanimous
That the Parish Council initiates discussion with the National Trust with regards to Dogs on the Playing fields. That the Council monitors complaints and reviews in the new year.	Cllr Staddon	Cllr Waldron	Unanimous
That the Parish Council notes the points above and works with GreenSquare to assist them to manage the Hillside Gardens estate. That the Parish Council suggests to the community that it may wish to consider forming a constituted community group to investigate funding for improving play provision in the estate, and supports the group as required and as resources permits.	Cllr Staddon	Cllr Waldron	Unanimous

ii. **Pavilions report**

RESOLUTION: It was proposed by Cllr Staddon to note the Pavilions report for September 2018. Seconded by Cllr Waldron and unanimously agreed.

18/183 FINANCE

i. **Bank Reconciliation**

Council received the Bank Reconciliations to 31st August 2018: Account 1 £4,293.99; Account 2 £161,630.03. All councils accounts reconcile.

RESOLUTION: It was proposed by Cllr Waldron to ratify the bank reconciliation, seconded by Cllr Lock. Unanimously agreed.

ii. Financial Reporting

The financial statement and balance sheet to 31st Aug 2018 were received. Total income to 31.08.2018: £179,046; Total Expenditure to 31.08.2018 £137,551

Balance sheet figures:

Current Assets: Debtors £0; VAT control A/c £4,231; BPC Account 1 £4,294; BPC Account 2 £161,630; **Total £170,155**

Represented by: Current year fund £41,495; General reserve: £61,495; Earmarked reserves: £67,165 (Total £170,155)

RESOLUTION: It was proposed by Cllr Lock and seconded by Cllr Waldron to resolve to approve the Council's financial statement and balance sheet to 31.08.2018. Unanimously agreed.

Payment Schedule

RESOLUTION: It was proposed by Cllr Waldron to resolve to approve the list of payments for August 2018 for £24,990.54; seconded by Cllr Baker.

iii. Community Grant Application

RESOLUTION:

the Council received two applications to its community grant fund, which were considered and resolved as follows:

- a. It was proposed by Cllr Baker to award the grant of £458.10 from the Broadclyst Community Fund to Broadclyst Brownies and Guides. To supply neckerchiefs and wreaths for the centenary of the armistice of the 1st World War. Seconded by Cllr Bromley
- b. It was proposed by Cllr Chamberlain to award the grant of £500.00 from the Broadclyst Community Fund to Broadclyst Victory Hall. To help towards the replacement of fire safety rated curtains for the main stage. Seconded by Cllr Baker.

18/184 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN

Annual Governance and Accountability Return (AGAR) for y/e 31.03.2018

To note that the AGAR for Broadclyst Parish Council has been concluded as follows: "On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. There are no other matters affecting our opinion which we wish to draw to the attention of the authority"

RESOLUTION: It was proposed by Cllr Chamberlain that Council notes the conclusion of the AGAR, and that the Notice of Conclusion of Audit has been placed on the website in accordance with legislation. This was seconded by Cllr Baker and unanimously agreed.

18/185 POLICIES REVIEW

Council reviewed the following council policies/procedures

- i. Anonymous communications

- ii. CCTV – defer until ICO has updated guidance
- iii. Media communications
- iv. Meeting protocol

RESOLUTION: It was proposed by Cllr Lock to adopt the reviewed Council policies/procedures listed above, with deferral of the CCTV policy. Seconded by Cllr Rylance. Unanimously agreed by Council.

18/186 PLANNING

i. Recent decisions September 2018

Application ref:	Location:	Proposal:	Decision
18/1782/FUL	Channons Farm Westwood Broadclyst Exeter EX5 3DH	Roofing over slurry store (No 3)	Approval with conditions
18/1783/FUL	Channons Farm Westwood Broadclyst Exeter EX5 3DH	Roofing over open slurry store (No 4)	Approval with conditions
18/1818/FUL	Harepathstead Farm Westwood Broadclyst Exeter EX5 3DF	Proposed new storage building for farm machinery	Approval with conditions
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)	Approval with conditions

ii. Appeal decisions September 2018:

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

iii. Validated applications:

The Council discussed validated planning applications received for consultation.

Application Ref:	Location:	Proposal:	Resolution:
18/2027/FUL	10 Elm Close Broadclyst EX5 3LT	Construction of single storey front extension	Supported.

18/187 CORRESPONDENCE

Council received the correspondence list for the month of September.

18/188 AGENDA ITEMS FOR NEXT MEETING

No requests for agenda items for when Council next meets were received:

18/189 TO CLOSE THE MEETING

The meeting closed at 20:25hrs

RATIFIED:

Signed:.....

Print:.....

Dated:.....

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

Public speaking

Members of the public are welcome to attend and speak on Agenda items at this meeting. Please note that there is no requirement or facility to record the details of the speaker before the day of the meeting.

The Chairman will suspend standing orders and invite questions from members of the Press and Public on items contained within this Agenda. The public will then be able to speak on that matter only.

Please note:

- All individual contributions will be limited to a period of 3 minutes – **where there is an interested group of objectors or supporters, a spokesperson should be appointed to speak on behalf of the group.**
- **Speakers should restrict their comments to Agenda items only.**
- The Chairman has the right and discretion to control questions and irrelevant points being raised to avoid disruption, repetition and to make best use of the meeting time.
- Speakers are asked not to come forward if their points have already been covered. After the public speaking period has finished the Chairman will reconvene the meeting under standing orders, the consideration of reports will begin and the public will take no further part in the meeting.
- All attendees at the meeting are asked to offer all speakers the courtesy of listening to others' points of view, even if they do not agree with it.
- The Chairman will not tolerate any interruptions from the public and is entitled to exclude people from the meeting if the business of the committee cannot be carried out effectively.

Should anyone have any special needs or require any reasonable adjustments to assist them in making individual contributions, please contact the office in advance on 01392 360269

Recording of Meetings

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are now allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media).

- No prior notification is needed but it would be helpful if you could let Council's Officers know you plan to film or record so that any necessary arrangements can be made to provide reasonable facilities for you to report on meetings.
- This permission does not extend to private meetings or parts of meetings which are not open to the public. You should take all recording and photography equipment with you if a public meeting moves into a session which is not open to the public.
- If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You must not make an oral commentary during the meeting.
- The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting.
- Members of the public exercising their right to speak during Public Question Time, but do not wish to be recorded, need to inform the Chairman who will instruct those taking a recording to cease while they speak.