



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

**Also present:** Cavanna Homes

**In attendance:** Clerk, Deputy Clerk

**M.O.P.:** 2

19, New Buildings  
Broadclyst  
Exeter  
EX5 3EX  
[www.broadclyst.org](http://www.broadclyst.org)

### **Broadclyst Parish Council Ordinary meeting**

#### **Press and Public are 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 this meeting is a matter of public record.

There was an Ordinary Council meeting of Broadclyst Parish Council on **Monday 5<sup>th</sup> November 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

### 18/190 MEMBERS APOLOGIES

Council resolved to accept apologies from Cllr Staddon (work commitments)

### 18/191 DISCLOSABLE PECUNIARY INTEREST

Members were reminded to declare personal and pecuniary interests on items on the Agenda. Cllr Gent declared his personal interests as a Trustee of Clyst Caring Friends and as a relative of the former Clyst Honiton Parish Council Clerk. (Both items Clerks report 18/198i),

### 18/192 MINUTES

**RESOLUTION:** It was proposed by Cllr Massey to accept and approve as a correct record of minutes from the following meetings: Staffing Committee meeting and Full Council, both held on 1st October 2018. This proposal was seconded by Cllr Jackson. Council was unanimous in agreement.

*Standing Orders were suspended:*

### 18/193 CAVANNA HOMES PRESENTATION

The Council was pleased to receive a presentation from Elliot Jones, Director, Head of Boyer; Bill Hughes, Urban Designer at Place by Design; and Mike Smith, Development Manager at Cavanna Homes. They set out Cavanna Homes' proposals for the site layout, house types/design, the parking arrangements and the proposed landscaping of their next phase in the Tithebarn Green strategic development site.

The site is located immediately to the south of the Barret's site (currently under construction) and to the north of the original Tithebarn Lane, with a central 'division' of the green corridor which runs north-south through the site, linking the country park to the local centre. Subject to RM planning consent, construction will get underway in the New Year. The 25% affordable element comprises 13 affordable rent units, 7 shared ownership units, and 1 social rent unit.

This central development parcel has three distinctive character areas: an urban fringe with 3-storey properties along its northern edge to reflect the streetscape of Barret's parcel on the opposite side of the new Northern Mosshayne Link Road; a distinctive frontage onto the green corridor which utilises 'tight' housing with front-facing gable ends to create a "corridor-feel" and to give an illusion of height; and a softer rural edge to the east and southern boundary, abutting the cycle path (formerly the old Tithebarn Lane) which will mainly have white render. Entrances to the parcels will partly be demarked by contrasting materials: i.e. red brick houses with white render finish as a gateway, reversed along the rural fringe.

The green corridor will contain a timber-design LEAP (play area of c.5 pieces, predominantly for younger children up to 10-12yrs), surface drainage scheme, public open space, planting scheme, and pedestrian links through the estate. The LEAP will be delivered as part of the Green Infrastructure proposals in the early stages as the occupancy trigger applies across the whole site rather than per parcel.

Cavanna have allocated sufficient space for 2 off-road parking spaces per property; DCC Highways did not want cars parking along the Northern Mosshayne Link Road. There is courtyard parking provided to the rear of the flats; they will have low level lighting and the coach-house will overlook the spaces thereby reducing the potential for anti-social behavior hotspots.

Charging points for vehicles are not currently planned, however provision is something that Cavanna is considering across its estates.

The electric substation in the south west corner of the parcel requires vehicular access which will be provided but it is felt that it is likely to be infrequently used.

### **18/194 COUNTY AND DISTRICT COUNCIL REPORTS**

- i. County Division Members were not present, however do work closely with The Clerk throughout the month, responding to matters as they arise.
- ii. Cllr Pepper and Rylance updated the Council on Westclyst Community Primary School's "cutting the turf" ceremony which they had attended that morning. Construction of the school building will be completed in spring 2019, with the interior being fitted out through the summer to be ready to open to pupils in September 2019 autumn term.

### **18/195 NATIONAL TRUST REPORT**

The National Trust, as major stakeholder in the Parish, continues to work closely with the Broadclyst Neighbourhood Plan. Cllr Massey noted that the Apple Day seemed to have been successful, despite the rain on the Saturday.

### **18/196 PUBLIC QUESTIONS**

A question was raised by the members of public present as to the impact on parking in Broadclyst once the Westclyst School is open. Cllr Massey explained most children attending Westclyst are brought in by school minibus, but it would remove 7 staff from the Broadclyst site.

A further concern was raised that cars park at the top of Townhill, right on the junction with the B3181 which reduces visibility of oncoming traffic when waiting at the junction. The resident had spoken to the driver of the parked car and explained the difficulty of visibility. Cllr Gent, Chairman of the Traffic Committee explained the long-term possibility of double yellow lines on this junction, which would reduce poor parking, however the associated Road Traffic Orders are costly, with no external funding available. The Neighbourhood Plan is also looking at traffic movements in/through/across the parish; it is possible a 'package' TRO could be put together. It was further noted that traffic entering the village from Cullompton does not slow down on its approach.

### ***The meeting reconvenes under Standing Orders***

### **18/197 ACCEPTANCE OF REPORTS**

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

## 18/198 COUNCIL REPORTS

### i. Clerks report

- ii. The Clerks report for October 2018 was received, containing the following recommendations:
  - a. To note that the cost of additional dog waste bins will need to be incorporated into the 2019/20 budget
  - b. That the Council note the idea of providing a pushchair shelter as well as a bike park on the newly laid concrete area at the Pavilions
  - c. Revision of Clyst Caring Befriender Trial:
    - i. That the Council conveys its thanks to the Trustees for their time and efforts to support and continue the work of Clyst Caring Friends across the parish and beyond.
    - ii. The Council agrees in principle to the use of 3 volunteers rather than one paid P/T member of staff
    - iii. That a report requesting the changes be submitted to the PFT Panel for consideration in December.
  - d. That the Council renews its legal advice service retainer with Tozers Solicitors at the rate of £1,250.

**RESOLUTION:** It was proposed by Cllr Massey to agree the recommendations set out in the Clerks report for October 2018; this was seconded by Cllr Baker, and the Council was unanimous in its agreement

### ii. Pavilions report

**RESOLUTION:** It was proposed by Cllr Gent to receive and note the Pavilions report for October 2018. Seconded by Cllr Jackson. Council unanimously agreed.

### iii. Neighbourhood Plan report

Council received a report from the Neighbourhood planning officer containing the following recommendations:

- a. That the Council notes Steering Group progress on evidence base completion and drafting of policies
- b. That Council notes progress in technical support
- c. That a NP/National Trust team are working closely to maximise opportunities for the parish and local residents
- d. That the NP Document is being designed, a logo identified by Overview, and that content is now being added into the templates.

**RESOLUTION:** It was proposed by Cllr Jackson to agree the recommendations set out in the Neighbourhood Plan report for October 2018; this was seconded by Cllr Waldron, and the Council was unanimous in its agreement

## 18/199 FINANCE

### i. Bank Reconciliation

Council received the Bank Reconciliations to 3th September 2018: Account 1 £6,684.44; Account 2 £305,016.96. All councils accounts reconcile.

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

**i. Financial Reporting**

The financial statement and balance sheet to 30<sup>th</sup> Sept 2018 were received. Total income to 30.09.2018: £357,248; Total Expenditure to 31.08.2018 £168,021

**ii. Balance sheet figures**

Current Assets: Debtors £0; VAT control A/c £6,545; BPC Account 1 £6,324; BPC Account 2 £305,017; **Total £317,887**

Represented by: Current year fund £189,226; General reserve: £61,495; Earmarked reserves: £67,166 (Total £317,887)

**RESOLUTION:** It was proposed by Cllr Waldron and seconded by Cllr Pepper to resolve to approve the Council's financial statement and balance sheet to 30.09.2018. Unanimously agreed.

**iii. Payment Schedule**

**RESOLUTION:** It was proposed by Cllr Waldron to resolve to approve the list of payments for October 2018 for £26,027.05; seconded by Cllr Pepper.

**18/200 POLICIES REVIEW**

The Council reviewed the following council policies/procedures in accordance with its review schedule (rather than there being any legislative changes).

- i. Equalities Policy
- ii. Standards of Business conduct required from Broadclyst Parish Council Employees
- iii. Complaints Procedure

**RESOLUTION:** It was proposed by Cllr Jackson that no changes were required to any of the above policies. This was seconded by Cllr Massey and all Members present were unanimous in their agreement.

**18/201 PLANNING**

**i. Recent decisions October 2018**

Council noted the following recent decisions:

| Application ref: | Location:                                             | Proposal:                                                                                                                                                                                                                                                                                                                                                                                            | Decision                 |
|------------------|-------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| 18/1249/FUL      | Orchard View<br>Broadclyst<br>EX5 3AB                 | <a href="#">Construction of a new garage with ancillary accommodation (revised scheme).</a>                                                                                                                                                                                                                                                                                                          | Approval with conditions |
| 18/1365/MRES     | Park & Change<br>Anning Road Clyst<br>Honiton EX5 2FN | <a href="#">Approval of reserved matters (access, appearance, landscaping, layout and scale) application in relation to phase 18, pursuant to outline planning permission 12/1291/MOUT for the provision of a Park &amp; Change facility with associated infrastructure and landscaping. The partial discharge of conditions 1, 4, 5, 8, 10, 19 of application 12/1291/MOUT relating to phase 18</a> | Approval with conditions |

|             |                                       |                                                               |                          |
|-------------|---------------------------------------|---------------------------------------------------------------|--------------------------|
| 18/2027/FUL | 10 Elm Close<br>Broadclyst<br>EX5 3LT | <a href="#">Construction of single storey front extension</a> | Approval with conditions |
|-------------|---------------------------------------|---------------------------------------------------------------|--------------------------|

ii. **Appeal decisions October 2018:**

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

iii. **Validated applications:**

The following validated planning application was received for comment

| Application | Location:                                            | Proposal:                                                 | Comment   |
|-------------|------------------------------------------------------|-----------------------------------------------------------|-----------|
| 18/2296/FUL | 6 Endsleigh Crescent<br>Blackhorse<br>Exeter EX5 2AW | <a href="#">Construction of two storey side extension</a> | Supported |

**18/202 CORRESPONDENCE**

- i. The Council received the correspondence list for the month
- ii. The following matters were noted in relation to items of correspondence:
  - a. An email had been received from a concerned parent regarding traffic speeds and lack of pavements in and around Clyst Vale Community College (CVCC). Cllr Gent had responded and explained the work done under the 'Safe route to School' project a few years ago. No further email exchange had taken place. It was noted that traffic approaching the area around CVCC from the New Inn direction did not slow down, and so an extension of the speed limit to the top of Bustard Hill could be beneficial.
  - b. The Parish Council will provide salt/grit to residents at Wiltshire Close in response to concerns that the ground surface is very slippery underfoot. Rubberised surfacing where the cars park has worn into the ground and has become slippery; officers will liaise with EDDC estates dept.

**18/203 AGENDA ITEMS FOR NEXT MEETING**

It was noted that the Finance Committee will meet to consider the 2019/20 budget on 15<sup>th</sup> November 2018. Next Full Council 3<sup>rd</sup> December 2018.

**18/204 TO CLOSE THE MEETING**

The meeting closed at 20:15hrs.

RATIFIED: Signed (Presiding Chairman):..... Print:..... Date: .....

**ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT**