



Present: Chairman: Cllr Pepper
Members: Cllrs Baker, Bromley, Gent, Lock,
Massey, Rylance, Wollacott.

In attendance: Clerk, Deputy Clerk.

MOP:

19, New Buildings
 Broadclyst
 Exeter
 EX5 3EX
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) on this agenda.
 Members of public are reminded that their attendance at this meeting is a matter of public record.

There was an Ordinary Council meeting of Broadclyst Parish Council which will be held on
Tuesday 3rd April 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

18/56 APOLOGIES

Council resolved to accept apologies from Cllr Staddon (work commitments); Cllr Jackson had sent notice that he would be a little late to the meeting.

18/57 DISCLOSABLE PECUNIARY INTEREST

Cllrs Baker, Massey and Pepper, and the Clerk restated their declared pecuniary interest in agenda items 18/67iii, Planning applications 18/0403/FUL as an employee, Chair and Vice Chair of Governors, and Member (respectively) of Cornerstone Academy Trust. Cllr Massey declared a personal interest in application ref as a friend of the applicants.

18/58 MINUTES

To receive and resolve to approve as a correct record the minutes of the following meetings: Full Council 5th March 2018; Planning 15th March 2018

RESOLUTION: Cllr Baker proposed that Council approves the draft Minutes of the Full Council 5th March 2018 as a correct record of the meeting. This proposal was seconded by Cllr Massey and unanimously agreed.

Cllr Lock proposed that Council approves the draft Minutes of the Planning Committee on 15th March 2018 as a correct record of the meeting. This proposal was seconded by Cllr Bromley and unanimously agreed.

Standing Orders were suspended:

18/59 DISTRICT COUNCIL REPORTS

The Council consider matters for / from District Ward Members Cllr Pepper and Rylance. Cllr Rylance reported how well the emergency plan at EDDC worked during the poor weather in March, with Officers working from home to minimise business interruption

There have been issues with missed domestic refuse/recycling collections due to the snow and Bank Holidays not being caught up. Cllr Rylance asked that anyone affected email her on eleanor.rylance@eastdevon.gov.uk

18/60 COUNTY REPORTS

The Council consider matters for / from County Division Members Cllr Bloxham and Randall-Johnson. Both Members continue to support the Council's work, especially in relation to healthcare and highways infrastructure.

18/61 NATIONAL TRUST REPORT

The National Trust was not represented at the meeting. The Easter Egg hunt was popular, with Killerton house attracting visitors to its [Women and Power programme](#), which celebrates the 100 year anniversary of women beginning to get the vote. All Killerton events can be viewed at <https://www.nationaltrust.org.uk/killerton/whats-on>

18/62 PUBLIC QUESTIONS

Henry Massey, in his capacity as Chair of Governors, gave an update on Westclyst School progress. The Department for Education lawyers has agreed its legal side of the land transfer, and the legal paperwork is now with the landowners' solicitors. It is anticipated this should be completed by 16th April, but this timeframe is subject to any further hold ups which may arise from the landowners' legal team. The identified contractors are in place to move on to site as soon as they can be mobilised after completion (hopefully by June 2018); construction phase will take approximately 12 months.

The Westclyst School intake in September 2018 is estimated to being in the region of 45-50 pupils.

There were no other questions/comments from the public.

The meeting reconvened under Standing Orders**18/63 ACCEPTANCE OF REPORTS**

There were no actions arising from reports received from stakeholders

18/64 COUNCIL REPORTS**i. Clerks report**

The Clerks Report for March 2018 was received: the following resolutions were made:

Resolution	Proposer	Seconder	Unanimous?
Risk Assessments To adopt the following RA's which have been undertaken/reviewed/updated: • Ice and snow • Office • Recreation ground • Sports Pavilions • Sports Pavilions car park	Cllr Gent	Cllr Lock	Yes
Guides and Suffrage that the Broadclyst Annual Parish meeting on Monday 21 st May 2018 be hosted by the Guides group, to continue their topic work looking at female Women and Power	Cllr Rylance	Cllr Wollacott	
Annual Governance and Accountability Return (AGAR) that the Council resolves to set the dates for the inspection period as Monday 4 June to Friday 13 July 2018 inclusive	Cllr Jackson	Cllr Wollacott	Yes

Resolution (cont.)	Proposer	Seconded	Unanimous?
Traffic and Parking That the Council posts an explanatory statement on its website which clarifies the responsibilities and statutory duties of different Councils and Local Authorities on matters relating to traffic speed, on-street parking, and car park management. Cllr Gent reported that the school has taken up a proposal by Slow Broadclyst to meet with Exeter City Futures, which is an initiative aimed at reducing congestion.	Cllr Gent	Cllr Lock	Yes
Lidl operational issues That the Council agrees for the food growing requests an agenda item for the next SkyPark liaison group meeting to report light pollution from the western (Blackhorse) side of the Lidl depot.	Cllr Bromley	Cllr Gent	Yes

ii. **Pavilions report**

The monthly report from the Pavilions Administrator was received.

18/65 NEIGHBOURHOOD PLAN

The Council received a report from the Neighbourhood Plan Officer and resolved the following recommendations as contained within:

RECOMENDATION:

- i. For council to be aware of the commissioning of traffic surveys and their location within the Parish, and to delegate the commissioning of the surveys to the NP Steering Group in accordance with budget, noting its delegated spend authority of over £1,000 (BPC adopted Financial regulation 4.1).
- ii. For council to be knowledgeable on the FIRST Call for Land Neighbourhood Plan visit with landowners.
- iii. For Council to support and celebrate the work and outcomes of the engagement in the Neighbourhood Plan by Broadclyst Primary School and its' staff.
- iv. For Council to delegate the commissioning of an 'evidence of need for SME units' report to the Clerk in accordance with budget up to her delegated spend authority of £1,000 (BPC adopted Financial regulation 4.1).
Reason: To provide factual data for the Overview group; to inform Plan land use allocation.
- v. For Council to consider further investigation of the Community Hub Broadband project for the Parish.

RESOLUTION: It was proposed by Cllr Wollacott that above recommendations as detailed in the report be agreed. This was seconded by Cllr Massey; Council agreed unanimously.

18/66 FINANCE

i. Bank Reconciliation

Council received the Bank Reconciliations to 28th February 2018: Account 1 £2,532.83; Account 2 £146,684.02. All council's accounts reconcile.

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

ii. Financial Statement

The financial statement and balance sheet to 28th February 2018 were received.

Total Income year to date: £297,749; Total Expenditure year to date: £221,216

Balance Sheet figures:

Current Assets – VAT control £4,626; BPC Account 1 £(£2,759); BPC Account 2 £146,684; Total £148,551

Represented by: Current year fund £76,533; General res £35,748; EM Res £36,270
Total £148,551

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

iii. Payment Schedule

RESOLUTION: It was proposed by Cllr Wollacott to approve the payment schedule for March 2018 for £26,167.86 seconded by Cllr Massey. Unanimously agreed.

It was reported that DCC sign shop is no longer operational, so Highways signage has been sourced from an online company at a competitive price.

18/67 PLANNING

i. Recent decisions March 2018

There have been no recent decisions to record at the time of publishing this agenda.

ii. Appeal decisions March 2018:

There have been no appeal decisions announced in March 2018

iii. Validated applications:

The following planning applications received for consultation were considered

Application ref:	Location:	Proposal:	
18/0461/FUL	Broadclyst Community Primary School Broadclyst EX5 3JG	Retention of temporary classroom and associated W.C accommodation	The Council voted unanimously to support this application, subject to a planning condition that the existing travel plan for the school is updated/reviewed, and is sufficiently robust & ambitious that there will be no increase in vehicle movements during the duration of the temporary classrooms. The

			Travel Plan should commit to all expenditure necessary to achieve that aim, for example extra buses. SUPPORTED
18/0463/FUL	Broadclyst Community Primary School Broadclyst EX5 3JG	Retention of temporary classroom, W.C and canteen	The Council voted unanimously to support this application, subject to a planning condition that the existing travel plan for the school is updated/reviewed, and is sufficiently robust & ambitious that there will be no increase in vehicle movements during the duration of the temporary classrooms. The Travel Plan should commit to all expenditure necessary to achieve that aim, for example extra buses. SUPPORTED
18/0554/FUL	Goulds Farm Westwood EX5 3DL	Construction of agricultural building	Council does not wish to comment.
18/0446/FUL	Hylton Old Coach Rd Broadclyst EX5 3EZ	Construction of single storey rear and side extension	Council unanimously supports this application.
18/0458/FUL	Broadclyst Community Primary School Broadclyst EX5 3JG	Extension to existing pre-school nursery	In order to avoid further increase in vehicle movements, and impact on traffic, parking, and road safety, the Council would not support this proposal until the temporary classrooms are removed. This was unanimously agreed. NOT SUPPORTED

18/68 CORRESPONDENCE

- i. Council received the correspondence list for the month.
- ii. There were no matters arising from the correspondence list as appropriate.

18/69 CLOSE OF MEETING

The meeting closed at 20:20hrs

Signed:

Print:

Dated:

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