

Present:**Chairman: Cllr Pepper****Members: Cllrs Baker, Bromley, Chamberlain,
Gent, Jackson, Lock, Massey, Rylance, Waldron****In attendance: Clerk, Deputy Clerk****M.O.P.:****Also present**

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) 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 on **Monday 3rd December 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 (draft)

18/205 MEMBERS APOLOGIES

Apologies: The Council accepted apologies from Cllr Francis and Staddon (work commitments)

18/206 DISCLOSABLE PECUNIARY INTEREST

There were no new DPI's or Personal Interests declared.

18/207 MINUTES

The Council received the minutes of the following meetings: Full Council 5th November 2018, Staffing Committee 14th November 2018, and Finance Committee, 15th November 2018

RESOLUTION: It was proposed by Cllr Gent to approve as a correct record Full Council 5th November 2018; Cllr Massey to approve as a correct record Staffing Committee Minutes 14th November 2018; Cllr Jackson to approve as a correct record Finance Committee Minutes 15th November 2018.

Council noted the content of Committee Minutes and ratified recommendations/decisions made under delegation.

All Members agreed that the Minutes be accepted as a correct record of the meetings.

Standing Orders were suspended:

18/208 COUNTY AND DISTRICT COUNCIL REPORTS

- i. To consider matters for / from County Division Members Cllr Bloxham and Randall-Johnson. Cllr Bloxham has been working with Broadclyst and Clyst Honiton regarding antisocial driving on the Clyst Honiton bypass and Station Road area. This is also being addressed by the Cranbrook Local Action Group, the meetings of which are attended by Broadclyst Officers/Cllr Gent.
- ii. To consider matters for / from District Ward Members Cllr Pepper and Rylance. Cllr Rylance spoke to the Strategic Planning committee to outline her concerns of encroachment on green wedges, and that where communities are writing Neighbourhood Plans their policies should be respected and not over-ridden. It was noted the Cranbrook Development Plan Document will be brought back to Strategic Planning Committee in January, with the intent to gain approval by EDDC Council in February 2019 for the emerging Plan's submission to the Planning Inspector.

18/209 NATIONAL TRUST REPORT

The National Trust continues to work of the Broadclyst Neighbourhood Plan. The house is now open for Christmas, with this year's theme being the story of the Snow Queen¹.

18/210 PUBLIC QUESTIONS

There were no public questions on items on this Agenda.

The meeting reconvened under Standing Orders

¹ <https://www.nationaltrust.org.uk/killerton/features/christmas-at-killerton>

18/211 ACCEPTANCE OF REPORTS

The Council accepted reports received from stakeholders with no matters arising for action.

18/212 COUNCIL REPORTS

i. Clerks report

The Council received the Clerks Report for November 2018, which contained the following recommendations:

- a. That the Council thanks the outgoing Chair of the Broadclyst Allotment Association for his service and commitment to the role.
- b. That the Council notes that the period from which the exemption commences has not been confirmed but is thought not to be applicable to 2019/20 and therefore that the public toilets rates allocation in the draft budget for 2019/20 be retained.
- c. That the Council thanks Noel for his ongoing good-will and professional advice for the bowls green and football pitches.
- d. That the Council and Sports Pavilions Management Committee explores the cost and process of changing the grass species used on the Broadclyst pitch.
- e. That the Council agrees to additional cuts at Westclyst sports pitch as required at £150/cut up to a maximum of three additional cuts, noting this will increase year-end deficit in the budget.

RESOLUTION: It was proposed by Cllr Gent that the Clerks report be accepted, and recommendations agreed. This was seconded by Cllr Waldron with all Members unanimous in agreement.

ii. Pavilions report

The Council received the November 2018 report from the Pavilions Administrator. The banking was noted and additional use due to the Christmas break by regular hirers.

iii. Neighbourhood Plan report

The review of the Neighbourhood Plan Terms of Reference was deferred for Overview to consider which body would respond responses to the Inspector. Colour options for the footer logo were presented to the Council.

RESOLUTION: The Council considered different colour options for the NP footer logo; Members voted, and it was carried by a majority of 6 that the colour should be green.

18/213 FINANCE

i. Bank Reconciliation

Council received the Bank Reconciliations to 31st October 2018:
Account 1 £9,331.11; Account 2 £282,542.48. All councils accounts reconcile.

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

ii. Financial Reporting

The financial statement and balance sheet to 31st October 2018 were received.

Total income to 31.10.2018: £364,225; Total Expenditure to 31.10.2018 £192,422

iii. Balance sheet figures

Current Assets: Debtors £770; VAT control A/c £7,819; BPC Account 1 £9,331; BPC Account 2 £282,542; Total £300,463

Represented by: Current year fund £171,803; General reserve: £61,495; Earmarked reserves: £67,166 (Total £300,463 - rounded)

RESOLUTION: It was proposed by Cllr Waldron and seconded by Cllr Chamberlain to resolve to approve the Council's financial statement and balance sheet to 31.10.2018. Unanimously agreed.

iv. Payment Schedule

The Council received a schedule for payments made in or relating to November 2018.

RESOLUTION: It was proposed by Cllr Waldron to resolve to approve the list of payments for November 2018 for £45,591.94; seconded by Cllr Pepper and unanimously agreed.

v. DCC Grass Visibility Splay Cutting Grant 2019/20

It was noted that DCC have offered a grant of £1,413 towards visibility splay cutting, an increase of 3% on the 2018/19 grant.

RESOLUTION: It was proposed by Cllr Rylance to accept the grant and to enter into DCC's Urban Highway Grass Cutting Agreement for 2019/20. This was seconded by Cllr Baker and unanimously agreed.

18/214 BROADCLYST PARISH COUNCIL 2019/20 BUDGET

The Council received the draft budget and accompanying explanatory budget report as put forward from the Finance Committee.

The 2019/20 budget has been prepared both to reflect the ever-changing and expanding financial responsibilities of the parish council. Its' role continues to evolve, with a proactive approach to its work within and supporting the community. Cllr Jackson, Chairman of the Finance Committee expressed his thanks to Members for their meticulous preparation of the 19/20 budget.

- i. **RESOLUTION:** It was proposed by Cllr Bromley to resolve to set the budget for 2019/20 at £422,170 (draft recommended figure). This was seconded by Cllr Waldron, with all Members in agreement.

18/215 BROADCLYST PARISH COUNCIL 2019/20 PRECEPT

To resolve to set the Parish Precept for 2018/19 at £407,357 (draft recommended figure)

RESOLUTION: It was proposed by Cllr Massey to resolve to set the budget for 2019/20 at £422,170. This was seconded by Cllr Waldron, with all Members in agreement.

18/216 FORWARD BUDGET

The Council received the draft forward budget to 2023. It was noted that this is indicative and is a governance document for the purposes of forward-planning and did not commit Council to any expenditure at this stage. It shows the incremental rises which can be expected over

the next 5 years.

RESOLUTION: It was proposed by Cllr Pepper to resolve to agree the forward budget to 2022/23. This was seconded by Cllr Waldron, with all Members in agreement.

18/217 PLANNING

i. Recent decisions November 2018

The following recent decisions were recorded.

Application ref:	Location:	Proposal:	Decision
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	Approval with conditions
14/2195/MOUT	Land Adjacent To Sandycote Honiton Road Blackhorse Clyst Honiton EX5 2AN	Outline application for the construction of up to 34 no. dwellings, access and open space (with all matters reserved)	Approval with conditions

ii. Appeal decisions November 2018:

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

iii. Validated applications:

To discuss validated planning applications received for consultation.

(NB: Planning applications received after publication of this agenda may also be considered)

Application Ref:	Location:	Proposal:	Comment
18/2602/FUL	7 Holly Close Broadclyst EX5 3JB	Construction of single storey rear extension and roof lights to side elevation.	Supported
18/2547/FUL	Wishford Farm Station Road Broadclyst EX5 3AR	Change of use of agricultural building to equine use and conversion to 14 stables and 1 tack room, and change of use of farm yard to equine use including construction of sand school for	Supported. Council noted this is good use of agricultural buildings and supports diversification and rural business. The emerging Broadclyst Neighbourhood Plan consultation reveals community support for agricultural diversification to

		commercial use	increase the economic sustainability of the parish.
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18/218 CORRESPONDENCE

- i. Council received the correspondence list for the month
- ii. The Council received a request from EDDC Street Naming dept for 11 road names at Saxon Brook development (Old Park Farm phase 2).

RESOLUTION: It was proposed by Cllr Jackson to delegate to Cllr Waldron and the Clerk to draw up suggested names.

18/219 AGENDA ITEMS FOR NEXT MEETING

There were no requests put forward for agenda items for consideration when Council next meets on Monday 7th January 2019

18/220 TO CLOSE THE MEETING

The meeting closed at 20:00hrs.

Signed:.....

Print:.....

Date:.....

ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY REQUEST