

Present: Chairman Cllr Massey

Members: Cllrs Baker, Chamberlain, Gent, Pepper, Rhodes, Rylance, K Straw, L Straw;

Also Present:

In attendance: Clerk, Deputy Clerk

M.O.P.



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 June 2019** 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)

19/78 MEMBERS APOLOGIES

Council resolved to accept apologies from Cllrs Jackson, Staddon, and Waldron (work), and Bromley (personal).

19/79 DISCLOSABLE PECUNIARY INTEREST

There were no requests for new DPI's or dispensations.

19/80 MINUTES

The Council received the draft minutes of the Full Council meeting on 7th May 2019.

Proposal: It was proposed by Cllr Gent that the Council resolves to approve as a correct record; this was seconded by Cllr Rylance and unanimously agreed.

RESOLVED: That the Council agrees the draft Minutes.

Standing Orders were suspended:

19/81 COUNTY AND DISTRICT COUNCIL WARD MEMBERS

i. **Broadclyst County Division Members**

Cllrs Bloxham and Randall-Johnson are working with families at Blackhorse who have been told that free transport for education will be withdrawn due to the opening of the Poltimore Way cycle path. It is not felt this is a suitable route and noted that the current route is for pedestrians only.

ii. **Broadclyst District Ward Members**

District Ward Members Cllr Pepper, Rylance and Chamberlain stated their responsibilities:

Cllr Pepper: Scrutiny; Licensing;

Cllr Rylance: Waste and Recycling; Scrutiny: Strategic Planning;

Cllr Chamberlain: Overview; Audit and Governance.

19/82 NATIONAL TRUST REPORT

There was no report from the National Trust.

19/83 PUBLIC QUESTIONS

There were no public questions.

The meeting reconvened under Standing Orders

19/84 ACCEPTANCE OF REPORTS

The Council noted reports received from stakeholders with no matters to action.

19/85 COUNCIL REPORTS

i. **Clerks report**

The Council received the Clerks Report for May 2019 and the following comments/queries were raised:

- a. The use of herbicides for non-toxic weeds was discussed; the cost implication for manual weed control was noted. **Action:** *to contact the groundsman for advice and to consider a spraying policy;*
- b. It was noted Cranbrook schools are keen to introduce a 'parents parking promise' to address inconsiderate parking issues outside the schools; it was suggested a similar programme would be beneficial to introduce at Westclyst which also has un-adopted roads;

- c. It was agreed to write and thank the National Trust for their restoration/clean-up work on the village fountain, which is a historic monument.

ii. **Pavilions report**

The Council received a report from the Pavilions Administrator for May 2019.

iii. **Neighbourhood Plan report**

The Council received the NP report/update for May 2019 which focused on the sites consultation. Thanks are hereby recorded to all the Officers and Members who manned the consultation events.

Proposal: It was proposed by Cllr Pepper that the above Officers reports be accepted; this was seconded by Cllr Chamberlain and unanimously agreed.

RESOLVED: That the Council accepts Officers reports.

19/86 FINANCE

i. **Accounts:**

The Internal Audit took place on 28th May 2019; the following audited reports were presented to the Council (for 2018/19):

- a. Balance sheet (as at 31.03.2019)
- b. Bank Reconciliation (cashbook 1 and 2 to 31.03.2019)
Account 1 £2,124.67; Account 2 £154,501.53. All councils accounts reconcile, with one unrepresented payment of £4,615.44.
- c. Financial Statement (Income/Expenditure to 31.03.2019)
Total income: £372,821; Total expenditure: £340,497
- d. Reserves (as at 31.03.2019)
General reserve £52,370; Ear-Marked reserves £108,613.56

Proposal. It was proposed by Cllr Gent that the above audited reports were accepted, seconded by Cllr Rylance and unanimously agreed.

RESOLVED: that the Council agrees the year-end reports.

ii. **Payment Schedule**

The Council received the list of payments for May 2019 for £29,929.93.

Proposal: It was proposed by Cllr Rylance that the schedule be approved, seconded by Cllr Gent and unanimously agreed.

RESOLVED: that the Council agrees the May 2019 payment schedule for £29,929.93.

iii. **VAT**

It was noted that the Council's claim for VAT for the fourth quarter of 2018/19 has been submitted to HMRC.

19/87 GOVERNANCE – Annual Governance and Accountability Return (AGAR)

i. **Annual Internal Auditor Report**

The Council received the Annual Internal Audit Report 2018/19 which was carried out on 28.05.2019.

Proposal: It was proposed by Cllr K Straw that the Annual Internal Auditor's report be approved, seconded by Cllr Pepper and unanimously agreed.

RESOLVED: that the Council accepts the Annual Internal Auditors report, which completes page 3 of the Annual Governance and Accountability Report (AGAR) 2018/19.

ii. **Annual Governance Statement**

The Smaller Authority considered and responded 'Yes' to Assertions 1-8 as set out in Section 1 of the Annual Governance Statement of the AGAR for the year ended 31 March 2019. The Chairman and Clerk signed page 4 of the AGAR form.

iii. Approval of Council's Accounts for 2018/19

The Council received its audited accounts for the financial year ending 31.03.2019. Proposal: It was proposed by Cllr Baker and seconded by Cllr Chamberlain to approve the audited accounts. **RESOLVED:** That the Council approves its accounts.

The Smaller Authority completed Section 2 of the AGAR, Accounting Statements for year-ended 31.03.2019, figures proposed by Cllr K Straw and seconded by Cllr Pepper, with all in agreement and so it was **resolved**. The Chairman signed Section 2 of the AGAR which had been signed by the RFO prior to presenting for approval.

19/88 PLANNING

The Council noted the draft Minutes from the Planning Committee meeting on 21st May 2019. With regard the Cranbrook western expansion area application, it was noted that a vote was not taken, but that due to concerns raised by residents and members of public at the meeting, the Minutes and comment to EDDC record that the application was “not supported” (rather than the Council/Committee “objected” to the application).

i. Recent decisions May 2019

The following recent decisions were noted.

Application ref:	Location:	Proposal:	Decision
19/0595/FUL	Church View Cottage Broadclyst Exeter EX5 3EE	Extension of outbuilding, and conversion to ancillary accommodation.	Approval with conditions
19/0630/COU	Town And Country Supplies Broadclyst Exeter EX5 3BD	Change of use from a business warehouse (Use Class B1) and retail premises (Use Class A1) to general industrial use (Use Class B2)	Approval with conditions
19/0694/FUL	Co Op Food Pinn House Coaker Road Exeter Devon EX1 3BG	Installation of four extract louvers on rear elevation.	Approval with conditions

ii. Appeal decisions May 2019:

To note there have not been any appeal decisions announced in May 2019

iii. Validated applications for consideration:

The following validated planning applications were considered:

19/1019/ADV. Pinn Court Farm Pinncourt Lane Exeter EX1 3TG.

[1no. illuminated freestanding sign](#)

Comment: All in favour to Support.

19/0995/MFUL. Land South Of Mosshayne Link Road Redhayes (Phase 8) Exeter.

[Erection of 33 dwellings and associated works](#)

Comment: The following comment was submitted to the developer's agent in the pre-app stage. It was unanimously agreed to resubmit the comment to the Local Planning Authority.

Materials – The materials used in this development are in keeping with the emerging character of the wider development.

GI – the proposals to retain and improve hedgerows are welcomed. The planting scheme throughout the parcel is appreciated as is the shared street design along the east-west pedestrian corridor.

Parking – House #10 has 2 parking bays split by a hedge; we suggest bays for 9, 10, and 11 be split into pairs as they are for #12-14 and #20-23.

House #15-19 comprise 4 x 3-bed and 1 x 2-bed, served by 7 parking spaces. This is inconsistent with the rest of the development which provides and appreciated 2 spaces per 3 or 4-bed and 1 per 2-bed dwelling; such provision is likely to encourage on-street parking beyond the designated parking areas, especially on the grass verges in front of 15,16, 18, and 19.

It is not clear from diagram B-B on p13 of the proposals how the coach house will provide off-street parking and access to the rear courtyard.

Gardens – house 27-29 are 3-bed properties, however the garden for 28 is very small compared to those of 27 and 29. Suggest the boundary between 27/28 be moved toward the south west slightly to be brought in line with the boundary for each property.

Similarly, the gardens for 30 and 31 are different sizes.

Properties 32 and 33 are the largest ones, benefitting from informal green space to the front, however property 32 would benefit from access through the garden from the garage/parking area. Would turning properties through 45 degrees clockwise so they are parallel with the footpath enable better use of the garden space to the rear and improve the view from 32 towards the recreation space?

19/1073/OUT. 1 Heath Cottages Broadclyst Exeter EX5 3GZ. [Outline application seeking approval of access for the construction of a two-storey detached dwelling \(matters of appearance, landscaping, layout and scale reserved\)](#)

Councils comments:

Access: the site is accessed by crossing Broadclyst PRow 12, which is used by the elderly and school children: visibility exiting the property is restricted in both directions. Care must be taken that enjoyment and use of this public right of way is not compromised by access to/from development; Council would resist any suggestion of loss of hedgerow to increase visibility.

Overlooking: The proposed residential development is in close proximity (c.5 metres) to 10 Ashclyst View, which would be overlooked by this development. Additionally, as the proposed two-storey dwelling is to the south of Ashclyst View, it will overshadow numbers 10 and 11, Ashclyst View.

Parking: the development provides for #2 cars, however additional cars/visitors would likely park in the Beech Close turning circle.

Community-Led planning: The emerging Broadclyst Neighbourhood Plan supports self-build properties but stipulates that this should be on individual plots of up to one acre and not garden infill development.

Resolved: The Council considered the application and voted (6 objections, 2 abstentions, 0 in support) to object to this application for the reasons stated above.

iv. **Delegated comment**

The Council noted comments submitted to the Local Planning Authority by the Planning Committee/Chairman under delegation.

19/89 CORRESPONDENCE

- i. The Council received the correspondence list for the month
- ii. Issues with mobility scooter access to public transport were noted, along with other difficulties moving through the village. Cllrs Karl and Liz Straw volunteered to carry out a disability audit across the Parish, reporting to the Traffic Committee.

19/90 AGENDA ITEMS FOR NEXT MEETING

- i. Cllr Gent raised a request for the Council to declare a Climate emergency and agree the following:
 - Make a statement on our website.
 - Support appropriate NP policies
 - Appoint a task force (no officer required) to report to council after the NP has been adopted

- ii. Cllr Straw raised a request for an agenda item regarding the precept level and to note the level of precept in this parish.

NB: The Local Government Act 1972, Sch.12, 10, (2) sets out the timeframe for publishing agendas. It was noted this is three clear days, not including the day of publishing notice nor the day of the meeting. It is generally accepted that Saturdays and Sundays are not working days, and so the agenda is published one week in advance of the meeting.

19/91 TO CLOSE THE MEETING

The meeting closed at 20:10hrs

Signed:.....

Print:.....

Date:.....

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