



Broadclyst Parish Council
GROWING OUR COMMUNITY

19, New Buildings

Broadclyst

Exeter

EX5 3EX

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Members Present: Chairman Cllr Massey

**Cllrs Baker, Chamberlain, Francis, Harris, Gent, Lewis,
Pepper, Rhodes, Rylance, Staddon, K Straw, L Straw.**

In attendance: Clerk, Deputy Clerk, Neighbourhood Plan Officer

Members of Public: 3

Broadclyst Parish Council Ordinary meeting

Press and Public are welcome to attend.

There were 2 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 5th October 2020** at **19:00hrs** held virtually via Microsoft Teams for the purpose of transacting the following business:

MINUTES

20/095 MEMBERS	25
20/096 DISCLOSABLE PECUNIARY INTEREST	25
20/097 MINUTES	25
20/098 WARD MEMBERS.....	25
i. Broadclyst County Division Members.....	25
ii. Broadclyst District Ward Members	25
20/099 BROADCLYST FOOTBALL CLUB.....	25
20/100 PUBLIC QUESTIONS.....	25
20/101 ACCEPTANCE OF REPORTS	25
20/102 COUNCIL REPORTS	26
i. Deputy Clerks report	26
ii. Clerks report	26
iii. Neighbourhood Plan Officer report.....	26
iv. Neighbourhood Plan Review report.....	26
20/103 FINANCE:.....	27
20/104 GOVERNANCE	27
20/105 TRAFFIC PLAN ADOPTION.....	27
20/106 PLANNING	27
i. Recent decisions September 2020.....	27
ii. Appeal decisions September 2020:.....	28
iii. Validated applications for consideration:	28
iv. Cranbrook Plan Examination Update - Gypsy and Travellers.....	28
20/107 DOG FOULING ON RECREATION GROUND.....	28
20/108 CLYST VALE PARENT FORUM REP REPORT (CLLR L STRAW).....	29
20/109 CORRESPONDENCE	29
20/110 FUTURE AGENDA ITEMS	29

20/111 PART B: CONFIDENTIAL ITEMS	29
20/112 BOWLS GREEN REVIEW	Error! Bookmark not defined.
20/113 DRAFT NEIGHBOURHOOD DEVELOPMENT PLAN	Error! Bookmark not defined.
20/114 TO CLOSE THE MEETING	Error! Bookmark not defined.

MINUTES (Draft)

20/095 MEMBERS

- i. **Present:** the Members present were recorded and the method / platform by which they are attending (Teams) noted on the previous page.
- ii. **Apologies:** Council accepted apologies from Cllr Waldron.

20/096 DISCLOSABLE PECUNIARY INTEREST

Members were reminded to declare any new interests.

20/097 MINUTES

The Council received draft Minutes of the Full Council meeting on 7th September 2020.

Proposal: Cllr Gent proposed approval, seconded by Cllr Chamberlain with a majority vote to approve.

RESOLUTION: that the draft Minutes be approved.

Standing Orders will be suspended:

20/098 WARD MEMBERS

i. Broadclyst County Division Members

There were no matters for / from County Division Members Cllrs Bloxham and Randall-Johnson. It was noted that the trial of the traffic lights on Station Road bridge had not commenced; the Clerk reported that Council has not been made aware of a date for this trial.

ii. Broadclyst District Ward Members

There were no matters for / from District Ward Members Cllr Pepper, Rylance and Chamberlain.

20/099 BROADCLYST FOOTBALL CLUB

The Council welcomed Mike Ebdon, Vice Chair and Head Coach of Broadclyst Football Club who raised concerns about the ongoing issue of dog fouling on the Broadclyst Recreation Ground and the challenges being created (for discussion by Council at Minute 20/107).

20/100 PUBLIC QUESTIONS

There were no questions from members of public.

The meeting reconvened under Standing Orders

20/101 ACCEPTANCE OF REPORTS

Cllr Gent proposed that the Council agreed to accept reports received from stakeholders, with no matters arising from any of the public/stakeholder reports received this evening accordingly. This was seconded by Cllr Chamberlain and agreed.

20/102 COUNCIL REPORTS

i. Deputy Clerks report

The Council received the Deputy Clerks Report for September 2020 and noted the information within. It was agreed that the Council formally records its thanks to Debbie Clarke for her services to the community during her time as Village Shop proprietor and Postmistress.

ii. Clerks report

The Council received the Clerks Report and revised risk assessments for September 2020, considering and resolving the recommendations contained within as follows:

- a) Pavilions changing rooms/showers: for the Council to consider the request from the football club to use the changing rooms/showers and government advice, resolving if it wishes to follow government guidance or not, and instructing its staff accordingly.

Council considered the request, along with government guidance and the Clerks advice that the facility should operate within guidance.

Proposal: Cllr K Straw proposed that the Seniors are allowed to use the changing rooms on a 2 in 2 out basis subject to clarification that we don't invalidate insurance and, on the assumption, that we are not having football team members changing in public. This would be reviewed at the next meeting. This was seconded by Cllr Lewis. .

Vote: 7 in favour, 3 against, 2 abstentions.

RESOLUTION: Motion carried contrary to Clerks advice. **Action:** Clerk to contact insurance company.

Further recommendations in Clerks report:

- b) That the Council notes that its premises comply with the NHS Test and Trace legislation.
- c) That the Council receives, considers and accepts risk assessments for the Pavilions, all workplaces, and the public toilets.
- d) That the Council formally notes the end of its operation under Emergency delegation.

Proposal: It was proposed by Cllr K Straw to note item b), to accept risk assessments item c), and to note item d) with thanks to the Staff team.

This was seconded by Cllr Gent and unanimously agreed. **RESOLVED.**

iii. Food Bank report

The food bank is a short-term support mechanism to get people through a crisis until they are in a more stable position financially. Current usage is being reviewed, so we can be sure we are supporting parishioners in the best way possible. We will be working with EDDC and Exeter Food Bank to carry out this work.

Proposal: It was proposed by Cllr K Straw and seconded by Cllr L Straw to accept the food bank report and unanimously agreed. **RESOLVED.**

iv. Neighbourhood Plan Officer report

The Council received an update from the Neighbourhood Plan Officer who is working remotely with a team of volunteer proof-readers to prepare draft policies.

Proposal: It was proposed by Cllr Staddon to accept the report, this was seconded by Cllr Rylance.

Resolution: There was a majority vote to accept. **RESOLVED**

v. Neighbourhood Plan Review report

Cllr Lewis circulated his review of the Broadclyst Neighbourhood Plan ahead of the meeting, however not allowing sufficient time for it to be read by Members. Consideration of the report was therefore deferred to the next meeting.

20/103 FINANCE:

The Council received the following financial monitoring and reporting documents:

- i. The Council received the bank reconciliations and balance sheets to 31.08.2020.
Cashbook 1 £49,920.10; cashbook 2 £331,042.00
- ii. The Council received the Income/Expenditure Financial Statement as at 31.08.2020.
Income £205,265 (50.2%); Expenditure £123,407 (33%)

The Council received the list of payments for September 2020 for £31,493.51.

The following was noted: that Pavilions income is down due to Covid closures; that there is money in the community grants fund for which community groups can apply; that the Finance Committee be tasked to investigate moving money across more bank accounts to benefit from FSCS protection, and to invest in higher-paying interest accounts.

Proposal: It was proposed by Cllr L Straw and seconded by Cllr Lewis to accept the financial reports and payment schedule, and to agree delegation to Finance Committee to look at banking options.

Vote: 13 in favour, 1 against. Motion carried and **RESOLVED**.

20/104 GOVERNANCE

- i. **External Audit:** The Council received the completed 2019-20 Annual Governance and Return, noting that this, along with the Notice of Conclusion of Audit, has been published on the Council's website in accordance with legislation.
It was further noted that at this stage there are no planned extensions for the public inspection period for 2020/21, with instructions for 2020/21 to be sent out during March 2021.

Proposal: It was proposed by Cllr L Straw and seconded by Cllr Pepper to receive and accept Section 3 of the Annual Governance and Return (external audit). Majority vote (1 abstention).

RESOLUTION: that the Council accepts the completed AGAR for 2019/20.

- ii. **Community Consultation**
 - a. The Council received a draft community consultation letter for approval. Amendments were suggested and it was agreed to delegate final sign off to the Clerk.
 - b. It was noted that Community groups are to receive a questionnaire to gather information about the community, sports and social groups that may require financial and / or officer support.

Proposed (both items) Cllr Massey, seconded Cllr Gent. 12 in favour, 1 against.
Majority vote, motion carried. **RESOLVED**

20/105 TRANSPORT PLAN ADOPTION

The Council received for adoption the revised and updated Broadclyst Parish Transport Plan. It was noted that the Plan did not include the findings of the Exeter City Futures project.

Proposal: It was proposed by Cllr Gent that the Council formally adopts the 2019 Transport Plan; this was seconded by Cllr Staddon.

Vote: 5 in favour, 1 abstention, 2 against. Majority vote, motion carried. **RESOLVED**.

20/106 PLANNING**i. Recent decisions September 2020**

The following recent decisions were noted:

Application ref:	Location:	Proposal:	Decision
20/1293/FUL	6 Elm Close Broadclyst EX5 3LT	Construction of single storey front extension	Approved
20/1660/OUT	Laylocks Town Hill Broadclyst EX5 3EJ	Outline application with all matters reserved for the demolition of a garage and the construction of a two storey dwelling	Withdrawn

ii. Appeal decisions September 2020:

It was noted there have been 0 appeal decisions announced in September 2020.

iii. Validated applications for consideration:

The following validated planning applications was considered:

Application ref:	Location:	Proposal:	Comment
20/2031/MRES	Grow Out Building Babbage Way Exeter Science Park Exeter EX5 2FN	Reserved matters application (access, appearance, landscaping, layout, scale) pursuant to the outline planning permission ref: 09/1107/MOUT for the construction of a new 3 storey Research and Development Building within the Science Park Centre Phase 1 at Babbage Way on Exeter Science Park (Area Code 01) to include associated external works and landscaping together with additional details to satisfy conditions 1, 2, 5, 12, 16, 23, 26, 27, 29, 30, 31, 32, 33, 35, 37, 38, 39 on the outline planning permission ref: 09/1107/MOUT	The Council agreed to support this application (majority vote with 2 abstentions)

iv. Cranbrook Plan Examination Update - Gypsy and Travellers.

The Council noted that the working party's (Cllr Massey, Lewis and Chamberlain) response to the Cranbrook Plan Gypsy and Traveller Accommodation proposals was submitted to the Inspector before the deadline.

v. Planning for the Future Consultation

The Council noted that the Council's working party (Cllr Massey, Rylance, K Straw) will meet later in October to prepare Council's draft response to the Government's White paper consultation on changes to the Planning framework.

20/107 DOG FOULING ON RECREATION GROUND

The Council considered the ongoing issue of dog fouling on the recreation ground, that it causes a health hazard to members of public using the field.

Proposal: Cllr K Straw proposed that the Council runs a very concentrated 3-month educational programme whilst consulting for a total ban on the recreation ground.

Vote: For: 2; Against: 3; Abstain 2. Motion not supported; no resolution made.

It was agreed to bring a motion for a 'last-chance' campaign to the 2 November meeting, for which a budget of £500 from the Comms allocation was informally agreed. The budget amount for the campaign will be formalised on 2nd November 2020.

20/108 CLYST VALE PARENT FORUM REP REPORT (CLLR L STRAW)

Cllr L Straw gave a brief update on the Clyst Vale Parent Forum and would like to publicise this through the Broadsheet and Council social media platforms.

20/109 CORRESPONDENCE

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

20/110 FUTURE AGENDA ITEMS

There were no further requests received; additional item to formalise a 'last-chance' campaign for dog fouling on the recreation round.

20/111 CLOSE OF MEETING

As the time was after 21:00hrs, it was agreed to adjourn the meeting at this point in accordance with the maximum meeting time permitted in Standing Orders

The Chairman closed the meeting at 21:10hrs

The Council will reconvene on Monday 12th to complete the agenda.

Signed:

Print:

Date:

ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY REQUEST