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Broadclyst Parish Council Ordinary Meeting of the Council

Public Notice of meeting: Press and Public were welcome to attend.

There was 1 item 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 meeting of the Broadclyst Parish Council on **Monday 16th January 2023** at **19:00hrs** at Broadclyst Primary School, School Lane, Broadclyst, EX5 3JG for the purpose of transacting the following business:

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MINUTES (Draft)

23/001 OPEN MEETING; ATTENDANCE RECORD

- i. The Chair opened the meeting at 19:00hrs.
- ii. **Present:** Cllr Massey (Chair); Cllrs Whitmarsh, Taylor, Fernley, K Straw, L Straw, Chamberlain, Lewis, Rylance, Rhodes. In attendance: Clerk, Deputy Clerk, 1 MOP.
- iii. **Apologies received:** Cllrs Baker, Gent, Jackson, Pepper, Staddon.

23/002 DISCLOSABLE PECUNIARY INTEREST

There were no new DPI's or personal interest declared.

23/003 MINUTES

The Council received the draft minutes of the Full Council meeting on Monday 7th November 2022.

Resolution: Cllr K Straw proposed that the council resolves to approve the draft Minutes as a correct record, with an updated attendance list and note re Cllr L Straw's meeting with Sustrans seconded by Cllr L Straw and unanimously agreed by all present.

Standing Orders were suspended:

23/004 WARD MEMBERS

i. Broadclyst County Division Members

The Council received reports from County Division Members Cllrs Gent and Randall-Johnson. Note to ask County Division Members if they intend to ballot the County Council regarding the increase to the DCC Precept.

ii. Broadclyst District Ward Members

District Ward Members Cllr Rylance and Chamberlain were present and gave a verbal update.

Local Plan consultation closed last night, 10,700 people have responded across the district.

Questions around Michael Gove's announcement re number of houses is not known, on presumption that it will not make any difference, have to continue. Quite a few responses came in on formats other than the questionnaire which will take a while to analyse and code. Felt to still be on track time-wise. Aware of disquiet around Winter Gardens site, not set it stone.

Budget is being raised by c.£5/yr on a Band D property; catch-up after 10 years of precept not being raised. The world is a different place now, as are interest rates. Low staff levels are being positively addressed. MO leaving for new pastures after 10 years at EDDC, new MO to be appointed, interim one in place.

Voter ID: many people do not have driving licences or passports, so they may not be able to vote in May. Can sign up to a postal vote instead, which does not require production of ID on the day. Council was sad to note the passing of former EDDC Leader Paul Diviani. Our thoughts are with his family and friends at this time.

Repairs to housing stock have been having some issues, if having issues, please contact Cllr Chamberlain.

EH will be able to intervene if tenants of private or council stock are living in damp properties.

23/005 PUBLIC QUESTIONS

There were no public questions.

The meeting reconvened under Standing Orders

23/006 ACCEPTANCE OF REPORTS

The Council agreed to accept reports received from stakeholders; there were no actions arising from any of the public/stakeholder reports received this evening accordingly.

Proposed Cllr K Straw, seconded Cllr Fernley and all in favour to accept the reports.

23/007 COUNCIL REPORTS

i. Clerks report

Council received the Clerks report and resolved the following recommendations contained within.

- a. Recommendation: to resolve to authorise payment of up to £4,000 for the purchase, delivery, and installation of a cold store and to delegate to the Clerk to complete.
It was proposed by Cllr K Straw and seconded by Cllr Rylance to authorise payment of up to £4,000 for the purchase, delivery, and installation of a cold store and to delegate to the Clerk to complete. All in favour. **RESOLVED**
- b. Recommendation: agreement in principle to continue discussion is sought for the Parish Council taking on sports community assets in Tithebarn sports pitches and pavilions. (Discussions still need to happen regarding design, layout etc). It was proposed by Cllr Rylance and seconded by Cllr K Straw that the council agrees in principle. Unanimously supported. **RESOLVED**
- c. Recommendation: for the council to agree the timeframe and additions to the grant application process. It was proposed by Cllr Rylance, seconded by Cllr K Straw, and agreed unanimously by Council to agree the proposed additions listed in the Clerks report to the Grant policy. **RESOLVED**

For the next item, the Chairman proposed council resolves to go to Part B (exclusion of press and public) due to the contractual and commercially sensitive nature of business to discuss, so that council can receive quotes for a storage shed at the Pavilions. This was unanimously agreed.

RESOLVED

Part B minute:

- d. The council received three comparable quotes. It was proposed by Cllr K Straw to delegate to the clerk with oversight of the chairman up to a project maximum total of £10K to prepare the base, buy and install a 14' x 10' wooden shed, install electrics, relocate CCTV etc. This was seconded by Cllr Rhodes, and the project budget unanimously agreed. **RESOLVED**

The meeting resumed under Part A conditions.

ii. Deputy Clerks Report

The Council received a report from the Deputy Clerk, there were no recommendations contained within. Noted.

iii. Neighbourhood Plan update

The Chairman gave a verbal update from the Steering Group via the Chairman as to the status of the Broadclyst Neighbourhood Plan.

It was noted that after extensive conversation with EDDC and the External Examiner, the Crannaford Crossing site has been withdrawn due to its relationship with the level crossing. Updated NP to EDDC in February, in time for referendum in May. The site can still come forward under a stand-alone planning permission.

It was proposed by Cllr K Straw to accept the verbal NP update from the Chairman, seconded by Cllr Taylor with all in favour and unanimously agreed. **RESOLVED**

23/008 FINANCE & GOVERNANCE**i. Finance Committee Minutes**

It was agreed to defer the draft Minutes from the Finance and Governance Committee's meeting on 5th December 2022 until the next meeting.

ii. Payment Schedule

This item was deferred to the next meeting.

23/009 BUDGET 2023/24

i. The Council received the draft budget and accompanying report for 2023/24

ii. The Council received the draft budget as recommended by the Finance Committee and accompanying report for 2023/24. The Finance Chairman and RFO clarified some elements for Members.

Proposal: It was proposed by Cllr Taylor that the Council resolves to set a budgeted expenditure of £404,065 for 2023/24 This was seconded Cllr Chamberlain, and unanimously agreed, and so it was **RESOLVED**.

23/010 PRECEPT 2023/24

Proposal: It was proposed by Cllr Massey that the Council resolves to set the Parish Precept for 2023/24 at £392,665. This gives a Band D Parish Tax of £153.38 per property, a 0.11% **decrease** on 22/23. This was seconded by Cllr Whitmarsh and unanimously agreed, and so it was **RESOLVED**.

23/011 PLANNING**i. Recent decisions**

The Council noted recent decisions made.

ii. Appeal decisions / TPO update

It was noted there have been 0 appeal decisions announced since the last meeting.

iii. Planning applications for consultation

Council considered the following planning applications.

Application reference	Address	Proposal	Decision
22/2477/FUL	2 Shercroft Close Broadclyst Exeter EX5 3DZ	<u>Demolition of conservatory, erection of single storey rear extension and alterations to fenestration.</u>	Supported
22/2775/FUL	Francis Court Farm Budlake Devon EX5 3LW	<u>Proposed roof over existing slurry store</u>	Supported
19/0620/MOUT	Cranbrook Expansion Zone West Large Site Station Road Broadclyst	Amended plans for consultation. These amendments relate to: Updated Heads of Terms, Design + Access Statement, Planning Statement plus agent's letter.	Deferred to the Planning Committee on 23.01.2023 for consideration

23/012 CORRESPONDENCE

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

23/013 FUTURE AGENDA ITEMS

To receive requests for agenda items for consideration by the Council.

1. Tithebarn has had a lot of outages of heat/hot water. What can we do to assist residents with these issues? Will try to arrange a 1-2-1 meeting with PC and EON. (HG, PF, HM).
2. VAS cameras report from Cllr Whitmarsh.

23/014 PART B: EXCLUSION OF PRESS AND PUBLIC

For the Chairman to propose and The Council to resolve that the meeting moves into Part B (exclusion of Press and Public) as the next item(s) for discussion contain matters of a sensitive, confidential, and/or contractual detail.

23/015 PERSONNEL POLICY UPDATE

Council received a draft pay, leave, and flexi-time policy for adoption. Cllr K Straw wanted clarification that full time staff must take a minimum of 20 days holiday a year and to not carry over anymore than 5 days holiday. Proposed by Cllr K Straw, seconded by Cllr Whitmarsh, and unanimously agreed. **RESOLVED**

23/016 TO CLOSE THE MEETING

Meeting closed at 20:26pm

Signed:

Print:

Dated:

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