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Broadclyst Parish Council

Ordinary Meeting of the Council

There was an Ordinary meeting of the Broadclyst Parish Council on **Monday 6th November 2023** at **19:00hrs** at Westclyst Primary School, Maddick Road, Westclyst, EX1 3YG for the purpose of transacting the following business:

MINUTES (Draft)

23/085 OPEN MEETING; ATTENDANCE RECORD

i. The Chair opened the meeting.
ii. **Present:** Members present recorded as: Chair: Cllr Massey; Members present: Cllrs Chamberlain, Coton, Fernley, Rhodes, Rylance, K Straw, L Straw, Taylor, Waldron, Whitmarsh.
In attendance: Clerk, Deputy Clerk.
iii. **Apologies:** The Council resolved to accept apologies from Cllrs Gent, Jackson, and Pepper.

23/086 DISCLOSABLE PECUNIARY INTEREST

There were no new DPIs or requests for dispensations.

23/087 MINUTES

The Council received the draft minutes of the Extra Ordinary Council meeting on Thursday 5th October 2023.
Proposal: It was proposed by Cllr K Straw that the council approves the Minutes as a correct record of the meeting. This was seconded by Cllr L Straw, and majority vote to approve (abstentions from Member(s) who were not in attendance). **RESOLVED.**

Standing Orders were suspended:

23/088 WARD MEMBERS

i. Broadclyst County Division Members

The council received a written report from Cllr Randall-Johnson and Cllr Gent.
A query was raised if consent could be given for 'no parking' cones to be placed opposite the Town Hill / Hellings Gardens junction. Cllr L Straw reported that the Police have agreed to patrol the area.
Action: Clerk to raise request.

ii. Broadclyst District Ward Members

A report from District Ward Member Cllr Rylance was circulated during the meeting.

23/089 PUBLIC QUESTIONS

There were no public questions on items on the agenda.

The meeting reconvened under Standing Orders

23/090 ACCEPTANCE OF REPORTS

The council resolved to accept reports in 23/088. (Proposed Cllr Whitmarsh, seconded Cllr KStraw, majority vote. **RESOLVED.)**

23/091 COUNCIL REPORTS

i. **Clerks Report**

The council received a report from the Clerk, with the following recommendations agreed and resolved:

a. Cllr Fernley to obtain report on the Pinbrook Country park survey, if possible;
b. To install badger fencing at the Old Park phase 1 allotments (spend from Allotments EMR – proposed Cllr K Straw, seconded Cllr Taylor, unanimously agreed);
c. To approve and adopt the tenancy agreement for the Old Park phase 1 allotments (proposed Cllr K Straw, seconded Cllr Taylor, 1 abstention, majority vote – resolved);
d. To approve new preferred suppliers and update the list accordingly (set out in Appendix 1 – proposed Cllr K Straw, seconded Cllr Taylor, unanimously agreed);
e. To trial Morrisons wholesale service for food bank purchasing – proposed Cllr Taylor, seconded Cllr Whitmarsh, unanimously agreed).

ii. **Deputy Clerks Report**

The council received a report from the Deputy Clerk, with the following recommendations agreed and resolved:

a. To obtain quotes for different options for budgets for the trim trail replacement in the play area, for consideration at a future council meeting (within time to include in the 24/25 budget);
b. To consider converting one of the tennis courts to a basketball / netball court;
c. After consideration of three alternative quotes for benches, to purchase #2 memorial benches from DCWPolymers, Exeter. To add DCWPolymers to the council's supplier list. (Proposed Cllr Taylor, seconded Cllr Whitmarsh, unanimously agreed).

Acceptance of officers reports:

Proposal: It was proposed by Marc Coton, second Paul Whitmarsh, unanimously agreed that the council approves both of the Officer's reports. **RESOLVED.**

23/092 FINANCE & GOVERNANCE

i. **Finance Committee Minutes**

The council received the draft Minutes from the Finance and Governance Committee's meeting on 19th July 2023 as a report. Prop PW, sec, ST, unanimous to accept the Minutes as a report. **RESOLVED.**

ii. **Financial Reporting Council Q2 accounts to 30.09.2023.**

The Council received the Council's current year accounts, including the bank reconciliations, financial statement, and balance sheet to 30th September 2023.

Proposal: Cllr Whitmarsh, seconded Cllr Rylance and unanimously agreed to accept the Q2 accounts. **RESOLVED.**

iii. **Payment Schedule.**

The Council received the payment schedules for August, September, and October 2023.

Proposal: It was proposed that the council resolves to approve the payment schedules by Cllr Rylance, seconded Cllr Taylor and majority vote. One abstention. RESOLVED.

iv. **Allotment Agreement:**

The Council received the new Westclyst Allotment tenancy agreement for approval.
Proposal: It was proposed that council accepts the draft tenancy agreement by Cllr Taylor, seconded Cllr Massey, unanimously agreed. **RESOLVED.**

v. **Council Polices:**

The Council received two new council policies for adoption:

a) Complaints Policy
b) Vexatious Complaints Policy

Proposal: It was proposed by Cllr Chamberlain that the council resolves to adopt the two policies, this was seconded by Cllr Coton and unanimously agreed. **RESOLVED.**

23/093 PLANNING

i. **Recent Decisions/ Appeal decisions / TPO update**

It was noted that Council has been notified of two appeals but has not received direct communication from the Planning Inspector at the time of publishing this agenda.

ii. **Recent decisions in September/October 2023**

a. The council received a report on recent decisions in September/October 2023.
b. The council received feedback from Bloor Homes regarding Council's comments on the application's conformity with the Broadclyst Neighbourhood Plan.

iii. **Planning applications for consultation**

(Council may also consider any applications for which notification was received after publication of this agenda)

Application ref:	**Location:**	**Proposal:**	**Comment:**
23/1919/OHL	Kerswell Barton Broadclyst	Construct a new overhead line to facilitate a new development	Supported.
23/2207/VAR	Land Off Poltimore Road Poltimore	Variation of Condition 1 of Planning Permission 22/1745, (retrospective consent for compound area and new access track), to extend time period of the consent from 3 years to when the development is no longer required in association with installation of district heating networks, locally.	Supported.
23/2221/FUL	Crabhayes Farm Broadclyst Exeter EX5 3BN	Extension to existing covered cattle feeding area (Retrospective)	Supported.
23/2040/LBC	Symes Cottage Town End Broadclyst	Replace 1no. window on ground floor south elevation; replace 3no. windows on ground floor and 2no. windows on first floor north elevation and 3no. windows on ground floor and 2no. windows on first floor west elevation with14mm small paned double glazed units.	Supported.

23/094 CORRESPONDENCE

i. The Council received the correspondence list.
ii. There were no actions arising from the correspondence list as appropriate.

23/095 FUTURE AGENDA ITEMS

There were no requests for agenda items for consideration by the Council.

23/096 CONFIDENTIAL ITEMS

The chairman proposed that the meeting moves into part B, exclusion of press and public, due to the confidential nature of the complaint. This was unanimously agreed. **RESOLVED.**

23/097 COMPLAINT

The council received two confidential reports, containing recommendations for consideration. A meeting will be arranged with all parties to take the matters forward.

23/098 TO CLOSE THE MEETING

The meeting closed at 20:15hrs

Signed (Presiding Chairman):

Print:

Date:

ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY REQUEST