

19, New Buildings
 Broadclyst
 Exeter
 EX5 3EX
www.broadclyst.org

Broadclyst Parish Council Ordinary Meeting of the Council

There was an Ordinary meeting of the Broadclyst Parish Council on **Monday 15th January 2024** at **19:00hrs** at Westclyst Primary School, Maddick Road, Westclyst, EX1 3YG for the purpose of transacting the following business:

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MINUTES

24/001 OPEN MEETING; ATTENDANCE RECORD

- i. The Chair to open the meeting at 19:01hrs.
- ii. **Present:** to record Members present. Cllr Massey (Chair), Cllrs Fernley, Gent, Jackson, Pepper, Rhodes, K Straw, L Straw, Taylor.
- iii. **Apologies:** Received from Cllr Coton, Rylance, Waldron, Whitmarsh.

24/002 DISCLOSABLE PECUNIARY INTEREST

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests that are not currently entered in the Member's register of interests or if he/she has not notified the Monitoring Officer of it. Requests for Dispensations should be made in writing to the Clerk in advance of the meeting.

24/003 MINUTES

The Council received the draft minutes of the Ordinary Council meeting on 4th December 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, with all in favour to approve.

RESOLVED

24/004 CO-OPTION

The Council received two applications for the vacancy. One withdrew their application before the meeting, the other letter of application was tabled at the meeting. There was no motion to propose the applicant for co-option. The vacant seat remains unfilled.

Standing Orders were suspended:

24/005 WARD MEMBERS

i. Broadclyst County Division Members

The council received a written report from Cllr Randall-Johnson.

The council considered matters for / from County Division Members Cllrs Gent and Randall-Johnson.

Cllr Gent and Cllr Fernley have been working on a joint project around the repair of the Poltimore Bowls, which are situated in Broadclyst Parish Council on land owned by Highways England. This has been an ongoing matter for several years. Cllr Gent asked for council to write a letter of support to the Conservation Officer at EDDC.

Proposal: It was proposed by Cllr L Straw that the council write a letter of support to the EDDC Conservation Officer. This was seconded by Cllr Pepper, with a majority vote. **RESOLVED**

Broadclyst District Ward Members

The council received a written report from Cllr Fernley.

24/006 PUBLIC QUESTIONS

There were no public questions.

The meeting reconvened under Standing Orders

24/007 ACCEPTANCE OF REPORTS

To accept reports received from stakeholders and to consider / resolve any actions arising from any of the public/stakeholder reports received this evening accordingly.

Proposal: It was proposed by Cllr Jackson that the Council accept the reports in 24/005. This was seconded by Cllr Pepper, with all in favour. **RESOLVED**

24/008 COUNCIL REPORTS

i. Deputy Clerks Report

Council received a report from the Deputy Clerk (no recommendations), which was accepted.

ii. Committee Clerks Report

Council received and accepted a report from the Committee Clerk. (NB: This postholder has been appointed on a temporary contract, pending consideration by staffing committee on the Council's staffing needs).

Proposal: It was proposed by Cllr L Straw that the Council accept the reports in 24/008i,ii. This was seconded by Cllr Pepper, with all in favour. **RESOLVED**

24/009 FINANCE & GOVERNANCE

i. Finance Committee Minutes

Council received the draft Minutes from the Finance and Governance Committee's meeting on 27th November 2023 as a report.

Proposal: Proposed by Cllr Pepper to accept the draft Minutes as a report, seconded by Cllr Massey, all unanimously agreed. **RESOLVED.**

ii. Payment Schedule.

Council approved the payment schedule for December 2023 for £33,192.41.

Proposal: Proposed Cllr L Straw, seconded by Cllr Massey with all in favour. **RESOLVED.**

iii. Q3 23/24 accounts.

The Council received Q3 accounts to 31.12.2023 for approval, presented by the Finance Chairman.

Proposal: It was proposed by Cllr Pepper, seconded by Cllr L Straw and unanimously agreed to accept the Q3 accounts for 23/24. **RESOLVED.**

iv. Contracts Finder: Youth Tender award.

Regulations 7 to 12 of the Public Contracts Regulations 2015 provide that certain public contracts are exempted from the requirements of the 2015 Regulations.

It was proposed by Cllr Massey that the council notes for transparency and audit purposes that the "council does not advertise an opportunity where it makes the opportunity available only to a number of particular economic operators who have been selected for that purpose (whether ad hoc or by virtue of their membership of some closed category such as a framework agreement), regardless of how it draws the opportunity to the attention of those economic operators" (NALC Legal Topic Note 87, 12b).

This was seconded Cllr Jackson **RESOLVED**

v. Fencing.

The council received a report regarding further fencing of the dog walking field following sheep attacks and considered recommendations contained within.

Proposal: Cllr Massey, to go ahead with emergency fencing work inclusive of labour and materials, accepting that the work is of an emergency nature and therefore exempt from Financial Regulations 10 and 11 to obtain three quotes. Seconded Cllr Taylor. Majority vote (no vote from Chair).

Proposal: It was proposed by Cllr Pepper that the money for this fencing work come from general reserves. Seconded by Cllr Taylor and unanimously agreed. **RESOLVED.**

vi. Grass cutting.

The council noted that the grant from Devon County Council towards visibility splay cutting has been confirmed at £1,638.

Proposal. It was proposed by Cllr Pepper, seconded by Cllr Fernley, and unanimously agreed to enter a contract with Devon County Council – the Urban Highway Grass Cutting Agreement – for visibility splay cutting in 2024/25. **RESOLVED.**

24/010 BUDGET 2024/25

- i. The Council received the draft budget as recommended by the Finance Committee and accompanying clerks report for 2024/25.
- ii. **RESOLUTION:** It was proposed by Cllr Massey that the council resolves to set the Council's budget for 2024/25 at £448,623. Seconded by Cllr Jackson, unanimously agreed. **RESOLVED.**

24/011 PRECEPT 2024/25

Following agreement of the budget The Council resolve to set the Parish Precept for 2024/25 at £430,685. This gives a Band D Parish Tax of £156.21 per property, a 1.85% increase on 23/24 (in real terms, 24p per month).

RESOLUTION: It was proposed by Cllr Jackson, seconded by Cllr Massey, and unanimously agreed. **RESOLVED.**

Cllrs Gent, Jackson and Rhodes left the meeting at 19:25pm.

24/012 PLANNING

i. Recent Decisions/ Appeal decisions / TPO update

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

ii. Recent decisions in December 23 /January 2024

The council received a report on recent decisions in December 2023/ January 2024

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:	Date
23/2722/FUL	Exeter Science Park Clyst Honiton	Proposal for a new building to house an energy substation with associated vehicle access, boundary fencing, external works, infrastructure and landscaping	Supported by majority vote.
23/2599/LBC	West Clyst Farm Cottage West Clyst Exeter EX1 3TR	Rebuilding of a single storey extension on north/east elevation and construction of a new two-storey extension on the south/west elevation. Interior and exterior renovations and alterations, and re-roofing	Supported

24/013 CORRESPONDENCE

- i. Council received the correspondence list,

- ii. There were no matters arising from the correspondence list.

24/014 FUTURE AGENDA ITEMS

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

25/015 CONFIDENTIAL ITEMS

The Chairman proposed that in accordance with the provision of Schedule 12a of the Local Government Act 1972, the Public Bodies (Admissions to Meetings) Act 1960, and Broadclyst Parish Council's Standing Orders, press and public be excluded from the next item.

Reason: commercially sensitive.

Proposal: It was proposed by Cllr Gent, seconded by Cllr Rhodes to go into closed session for the following item. Unanimously agreed.

24/016 YOUTH CLUB TENDER

The Council received and considered tender for youth provision, £154,844 for three years, with a break clause after each year.

Proposal: It was proposed by Cllr Massey to accept the tender for youth provision for three years. Seconded by Cllr Jackson and unanimously agreed. **RESOLVED**

24/017 TO CLOSE THE MEETING

The meeting closed at 20:13hrs

Name

Print

Date of signing

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