

Issue date: Tuesday 28th July 2015

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Mrs. Angie Hurren

Parish Clerk

For Information: District and County Ward Members, Press and Public.

Broadclyst Parish Council meeting

Press and public are welcome to attend.

This is notification that an Ordinary Council meeting of Broadclyst Parish Council will be held on:

Monday 3rd August 2015 at 19:00hrs in the Green Room, Victory Hall, Broadclyst

for the purpose of transacting the following business:

AGENDA

There are no matters of a confidential and contractual nature recommended for discussion under Part B (exclusion of press and public) this month

15/122 APOLOGIES

To resolve to accept apologies for absence

15/123 DISCLOSABLE PECUNIARY INTEREST

To receive Declarations of Interest not currently on Councillors' ROIs and receipt of requests for new Disclosable Pecuniary Interest* (DPI) dispensations on items on the Agenda.

15/124 MINUTES

To receive and resolve to approve as a correct record the minutes of the Parish Council meeting held on 6th July 2015

Standing Orders will be suspended:

15/125 REDROW HOMES PRESENTATION

To receive a presentation from Redrow Homes regarding reserved matters planning application for Old Park Farm Phase 2.

15/126 POLICE REPORT

To receive the Police report

15/127 DISTRICT COUNCIL REPORTS

To receive a report from District Ward members Cllr Pepper and Cllr Hale.

15/128 COUNTY REPORTS

To receive a report from County Ward member Cllr Bowden

15/129 NATIONAL TRUST REPORT

To receive a report from the National Trust

15/130 PUBLIC QUESTIONS

For Public question time on items on this Agenda - adjournment for 15 minutes if required

The meeting will reconvene under Standing Orders

15/131 ACCEPTANCE OF REPORTS

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

15/132 CLERKS REPORT

To receive the Clerks Report for July 2015 and to resolve to action any matter contained within as necessary

15/133 FINANCE

i. PAYMENT SCHEDULE FOR JULY 2015

To resolve to approve the list of payments made for July 2015

ii. FINANCE COMMITTEE RECOMMENDATIONS

To receive the Minutes from the Finance Committee following its meeting on 23 July and to resolve to accept recommendations contained within.

iii. FINANCIAL REGULATIONS

To receive and adopt updated Financial Regulations to reflect Financial Risk Management in relation to online banking. These Regulations have been prepared using NALC's Model Financial Regulations.

iv. PUBLIC WORKS LOAN

To receive the Clerks report into proposals for a loft conversion at the Sports Pavilions to create a Parish Office comprising work space and storage.

To receive a loan sanction application form and accompanying notes and to discuss an article in the Broadsheet by way of community consultation for this project.

15/134 POLICIES AND PROCEDURES

i. POLICY UPDATE

To receive and review adopted policies for Council's Complaints procedure, Record Management Policy, Media Communications and Training Policy. These policies and procedures are being reviewed in line with Council's Policies and Procedures review schedule

ii. ABSENCE MANAGEMENT POLICY

To receive a draft copy of an Absence Management Policy which will form part of the employees handbook once adopted. It is intended to replace the Council's current policy and has been produced in line with the District Council's own policy which places an emphasis on health, happiness and well-being, setting out procedures for reporting sickness absence and for the management of sickness absence in a fair and consistent way.

15/135 WESTCLYST PRIMARY SCHOOL - MEMORANDUM OF UNDERSTANDING

To receive the notes from a meeting regarding the provision of a 420 place primary school, community sports pitch and public play area at old Park Farm Phase 1.

To receive a draft MoU between the Multi Academy Trust (MAT) / Broadclyst Community Primary School and Broadclyst Parish Council with regard to the 'sharing' of public community facilities at Westclyst, specifically the sports pitch which is proposed to be provided adjacent to the new Primary school.

To resolve to enter a formal MOU which will set out terms of use for the sports pitch, its maintenance and administration procedure.

15/136 PLANNING

a. To note the following:

i. Planning decisions made in July 15:

15/0453/FUL	Land Adjoining 70 Park Lane Exeter	Construction of detached dwelling	Approved
15/0737/LBC	Haglis Cottage Budlake	Internal and external alterations	Approved
15/1047/VAR	Echoes Childcare Signal House Broadclyst Station	Variation of condition 5 of application 14/0100/FUL to increase the number of children accommodated from 45 to 65 per day	Approved
15/1160/PDQ	Barns 1 & 2 The Arlington Hele	Prior approval for conversion of agricultural buildings to 2 dwellings and associated operational development	Refused

ii. Appeal decisions July 15:

To note appeal decisions announced in July 2015

14/00073/HH	34 Parkside Road Exeter EX1 3TN	Construction of hip to gable roof extensions and front dormer window and roof light	Dismissed
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iii. Comment from Planning Committee meeting

To note that Broadclyst Parish Council submitted a comment to the Local Planning Authority following its public meeting on Monday 6th July 2015. The comments have been uploaded to the Parish website; a hard copy is available on request to the Clerk.

b. To discuss the following planning applications validated in June 15

15/1406/FUL	36 Parkside Road Exeter EX1 3TN	Construction of single storey rear extension and raising of roof including 2no. dormer windows to front elevations (amendments to planning permission 12/0161/FUL)
15/1515/MRES	Land At Tithebarn Lane, Blackhorse Lane Link Rd Northern Phase	Construction of northern phase of Link Road, from north entrance to Science Park to proposed northern development access junction, together with associated infrastructure and landscaping (Reserved Matters application in pursuance of outline planning permission ref:12/1291/MOUT)
15/1558/FUL	Sunnymeade annexe Pinhoe Exeter EX1 3TS	Retention of residential use of annex in association with kennel business.
15/1487/COU	Skypark Energy Centre Clyst Honiton Exeter EX5 2DX	Change of use of land for siting of a solar thermal array to supply low carbon heat to the energy centre and connected district heating system, together with a pipeline and associated equipment. Temporary until end of May 2017.
15/1160/PDQ	Barns 1 & 2 The Arlington Hele	To receive a report from the Clerk following a meeting about this application.

15/137 CORRESPONDENCE

- i. To receive the correspondence list
- ii. To resolve to action any matters arising from the correspondence list as appropriate.

15/138 AGENDA 7 SEPTEMBER 2015

To note Agenda Items for 7th September 2015

15/139 CLOSE OF MEETING

To close the meeting

Dated this 28th day of July 2015

Angie Hurren
MILCM
Broadclyst Parish Council Clerk

Disclosable pecuniary interests*

You must declare the nature of any Disclosable pecuniary interests. [Under the Localism Act 2011, this means the interests of your spouse, or civil partner, a person with whom you are living with as husband and wife or a person with whom you are living as if you are civil partners]. You must also disclose any personal interest.

You must disclose your interest in an item whenever it becomes apparent that you have an interest in the business being considered. Make sure you say what your interest is as this has to be included in the minutes. [For example, 'I have a Disclosable pecuniary interest because this planning application is made by my husband's employer'.]

If your interest is a Disclosable pecuniary interest you cannot participate in the discussion, cannot vote and must leave the room unless you have obtained a dispensation from the Clerk.

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

Public speaking

Members of the public are welcome to attend and speak on Agenda items at this meeting. Please note that there is no requirement or facility to record the details of the speaker before the day of the meeting.

The Chairman will suspend standing orders and invite questions from members of the Press and Public on items contained within this Agenda. The public will then be able to speak on that matter only.

Please note:

- All individual contributions will be limited to a period of 3 minutes – **where there is an interested group of objectors or supporters, a spokesperson should be appointed to speak on behalf of the group.**
- **Speakers should restrict their comments to Agenda items only.**
- The Chairman has the right and discretion to control questions and irrelevant points being raised to avoid disruption, repetition and to make best use of the meeting time.
- Speakers are asked not to come forward if their points have already been covered. After the public speaking period has finished the Chairman will reconvene the meeting under standing orders, the consideration of reports will begin and the public will take no further part in the meeting.
- All attendees at the meeting are asked to offer all speakers the courtesy of listening to others' points of view, even if they do not agree with it.
- The Chairman will not tolerate any interruptions from the public and is entitled to exclude people from the meeting if the business of the committee cannot be carried out effectively.

Should anyone have any special needs or require any reasonable adjustments to assist them in making individual contributions, please contact the Clerk in advance on 07532 286713

Recording of Meetings

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are now allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media).

- No prior notification is needed but it would be helpful if you could let Council's Officers know you plan to film or record so that any necessary arrangements can be made to provide reasonable facilities for you to report on meetings.
- This permission does not extend to private meetings or parts of meetings which are not open to the public. You should take all recording and photography equipment with you if a public meeting moves into a session which is not open to the public.
- If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting.
- The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting.
- Members of the public exercising their right to speak during Public Question Time, but do not wish to be recorded, need to inform the Chairman who will instruct those taking a recording to