

Issue date: Tuesday 26th May 2015

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Mrs. Angie Hurren

Parish Clerk

To: All Parish Council Members

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

Notification of Broadclyst Parish Council's Annual Council meeting

Press and public are welcome to attend.

The next Ordinary Council meeting of Broadclyst Parish Council will be held on:

Monday 1st June 2015 at 19:00hrs in the Green Room, Victory Hall, Broadclyst

for the purpose of transacting the following business:

AGENDA

There will be one matter of a confidential and contractual nature for discussion under Part B (exclusion of press and public) this month

15/87 APOLOGIES

To resolve to accept apologies for absence

15/88 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.

15/89 MINUTES

To receive and resolve to approve as a correct record the minutes of the Parish Council meeting held on 18th May 2015

Standing Orders will be suspended:

15/90 POLICE REPORT

To receive the Police report

15/91 DISTRICT COUNCIL REPORTS

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

15/92 COUNTY REPORTS

To receive a report from County Ward member Cllr Bowden

15/93 NATIONAL TRUST REPORT

To receive a report from the National Trust

15/94 COMMUNITY LEADERS / CRANBROOK REPORT

To note the next Community Leaders meeting is on Wednesday 10th June 2pm to 4pm and to receive an update on developments in Cranbrook.

15/95 PUBLIC QUESTIONS

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

The meeting will reconvene with Standing Orders

15/96 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.

15/97 CLERKS REPORT

- i. To receive the Clerks Report for May 2015 and to resolve to action any matter contained within as necessary

The Chairman will propose that the meeting will go into Part B (exclusion of press and public) in order for Members to discuss one matter of a contractual nature and two matters of a confidential nature

- ii. To note that Council's current insurance policy reaches the end of its 3 year agreement with its current provider and to receive the Clerks report on different Insurance renewal options for the Council and to resolve to renew the Council's insurance policy accordingly
- iii. To receive a report from the Clerk and Chair of Staffing Committee with regard appointment of a parish Man-Friday and of a Cleaner at the Pavilions and to resolve to engage the proposed new members of Staff accordingly.

The Chairman to declare that the Part B section of the meeting is over; members of the press and public will be invited to re-join the meeting.

15/98 FINANCE

- i. **PAYMENT SCHEDULE FOR MAY 2015**
To resolve to approve the list of payments made for May 2015
- ii. **BANK RECONCILIATION**
To resolve to accept the Bank Reconciliation for April 2015.

15/99 COUNCIL STRUCTURE AND DEVELOPMENT

- i. To review Council Committee and Subcommittee Members.
- ii. To review Council representatives for external committees, boards, panels etc and to appoint an additional Council Representative to the Broadclyst in Need Fund.

- iii. To note that the Clerk has passed her CiICA (Certificate in Local Council Administration) and that the Council now meets the criteria to use the General Power of Competence (GPC) should the need arise.
- iv. To discuss registration in the Local Council Award Scheme. (refer to Clerk's Report)
- v. To formulate an Action Plan of the Councils' objectives for the current year.
- vi. To compose the Council's response to County Council ward division consultation and to resolve to submit the view of The Council.

15/100 PLANNING

a. To note the following:

i. Planning decisions made in May15:

14/2971/LBC	Syms Cottage Westwood Broadclyst Exeter EX5 3DF	Replacement of 2 no. windows on side elevation at ground floor with bi-folding doors and installation of 2 no. rooflights	Approved
15/0611/ADV	Science Park Centre 6 Babbage Way Science Park Clyst Honiton Exeter EX5 2FN	Installation of fascia sign adjacent main entrance.	Approved
15/0640/ADV	Forest Gate Car Park Ashclyst Forest Broadclyst	Display of 2 no. information signs	Approved
15/0641/ADV	Danes Wood Car Park Broadclyst	Display of 2 no. information signs	Approved
15/0698/ADV	Land Off Honiton Road Science Park Clyst Honiton Exeter EX5 2FN	Display of advertisement sign	Approved

ii. Appeal decisions May 15:

There was 1 appeal decision announced in May 2015

13/00063/REF	Pinn Court Farm Pinncourt Lane Exeter EX1 3TG	Residential development of up to 430 units (outline application with details of appearance, landscaping, layout and scale reserved for subsequent approval) including a local centre comprising retail (up to 240 sqm) and community space, care home of up to 60 bedspaces, specialist care home of up to 60 bedspaces and a skatepark and a visitor car park together with associated open space (formal and informal), cycleways, footpaths and infrastructure, safeguard vehicular route to Langaton Lane, served off a new access from the highway (B3181).	Appeal Allowed (with conditions)
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b. To note that the following planning applications validated in May 15 will be discussed at a meeting of the Planning Committee which will be held on Wednesday 3rd June

15/1160/PDQ	Barns 1 & 2 The Arlington Hele	Prior approval for conversion of agricultural buildings to 2 dwellings and associated operational development
15/0898/MFUL	Land Adjacent To The Gardens Clyst Honiton Exeter EX5 2AN	Construction of 48no dwellings and new vehicular access off Honiton Road and associated drainage works
15/1233/FUL	41 Pinn Hill Exeter EX1 3TH	Extensions and alterations including partial raising of roof and single storey rear extension and change of use from retail and warehouse premises to funeral directors
15/1215/MRES	Skypark Energy Centre, Clyst Honiton, Exeter EX5 2DX	The erection of two office blocks, public realm, landscaping and associated infrastructure (Reserved Matters application in pursuance of outline planning permission ref: 06/3300/MOUT).

c. Westclyst Primary School

To compose the Council's response to informal consultation from Broadclyst Primary School regarding sports provision at Westclyst Primary School

15/101 CORRESPONDENCE

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

15/102 AGENDA 6 JULY 2015

To note Agenda Items for 6th July 2015

15/103 CLOSE OF MEETING

To close the meeting

Dated this 26th day of May 2015

Angie Hurren

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