

Issue date: 19th December 2014

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Mrs. Angie Hurren

Parish Clerk

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



19, New Buildings

Broadclyst

Exeter

EX5 3EX

www.broadclyst.org

Notification of Full Council meeting

Monday 5th January 2015

19:00hrs

Green Room, Victory Hall, Broadclyst

Press and public are welcome to attend.

There will be a Full Council meeting of Broadclyst Parish Council for the purpose of transacting the following business:

AGENDA

There is 1 matter of a confidential and contractual nature for discussion under Part B (exclusion of press and public) this month:

15/11vi signing of the contract with Exe Turf Care for full maintenance of the Bowls Green.

The Chairman will request Press and Public to leave the room while this item is discussed; all public recording equipment must be removed from the meeting room for this item.

15/1 APOLOGIES

To resolve to accept apologies for absence

15/2 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

15/3 MINUTES

To receive and resolve to approve as a correct record the minutes of the Parish Council meeting held on 1 December 2014

Standing Orders will be suspended:

15/4 POLICE REPORT

To receive the Police report

15/5 DISTRICT AND COUNTY REPORTS

To receive reports from District and County Ward members

15/6 NATIONAL TRUST REPORT

To receive report from the National Trust

15/7 CRANBROOK REPORT

To receive reports on development in Cranbrook.

15/8 PUBLIC QUESTIONS

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

The meeting will reconvene with Standing Orders

15/9 CLERKS REPORTS

To receive the Clerks Reports and action any matter contained within as necessary

15/10 ACCEPTANCE OF REPORTS

To action any matters arising from any of the reports received this evening.

15/11 FINANCE

i. Bank Reconciliation

To approve the bank reconciliation for November 2014

ii. Cranbrook Community Fund Application - Little Twinkles

To receive a CCF application from Little Twinkles for a start-up grant of £508 to establish a toddler group in Cranbrook and to resolve to process the application accordingly.

iii. Cheque List

To resolve to approve the list of cheques raised for December 2014

iv. Parish Together Projects

To discuss ideas for joint parish projects

The funding is available to town and parish councils working together and does not fund unsustainable projects, salaries for ongoing posts, individuals, private businesses, revenue costs for existing projects.

Grants are for capital (one off costs, costs of a permanent item, structure) and/ or revenue costs (day to day costs, temporary items, events). Applications must show towns and parishes working together and involving their communities to try to solve local issues.

Projects that create useful networks across the parishes involved will be looked on favourably.

The Closing date for applications is 13 February 2015

v. IID application

To discuss submitting an application to the IID (Invest In Devon fund) to mitigate Highways issues in the parish.

The next item will take place under Part B conditions (exclusion of press and public) due to the confidential contractual nature of the business.

vi. Bowls Green maintenance contract

To resolve to sign a full maintenance contract with Exe Turf Care as the identified contractor (Finance Minute ref: F14/29, ratified and agreed by Full Council on 1st December (Minute ref: 14/225v)

The Chair will declare the part B session closed and invite members of press and public to re-join the meeting before proceeding with the next agenda item.

15/12 PLANNING

- i. To discuss any Planning applications which have come in over the Christmas period
- ii. To adopt draft Code of Good Practice for Planning

15/13 TRAFFIC GROUP

- i. To approve the Terms of Reference for Broadclyst Traffic Group
- ii. To note minutes from the meeting of the Traffic Group on 27th November 2014
- iii. To receive an update from Cllr Gent on recent work by the Traffic Group.

15/14 LOCAL GOVT. BOUNDARY COM ELECTORAL REVIEW

The Local Government Boundary Commission for England has formally commenced an electoral review of Devon County Council. The Commission is carrying out a review to deliver electoral equality for voters across the county. At present, some county councillors represent many more, or many fewer, electors than their colleagues elsewhere in the county. The review aims to correct those imbalances.

To discuss the review and to draw up a consultation response from Council

15/15 CORRESPONDENCE

To action any matters arising from the Correspondence list

15/16 AGENDA 2 February 2015

To note Agenda Items for 2nd February 2015

15/17 CLOSE OF MEETING

To close the meeting

Dated this 19th Day of December 2014

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 introduce and outline the Agenda item to be discussed. The public will then be able to speak on that matter only.

- 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 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 cease while they speak.