

Issue date: Friday 28th August 2015

Contact number: 07532 286713

E-mail: clerk@broadclyst.org

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 of an Ordinary Council meeting of Broadclyst Parish Council which will be held on:

Monday 7th September 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 for discussion under Part B (exclusion of press and public) this month

15/140 APOLOGIES

To resolve to accept apologies for absence

15/141 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.

15/142 MINUTES

To receive and resolve to approve as a correct record the minutes of the Parish Council meeting held on 3rd August 2015

Standing Orders will be suspended:

15/143 POLICE REPORT

To receive the Police report

15/144 DISTRICT COUNCIL REPORTS

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

15/145 COUNTY REPORTS

To receive a report from County Ward member Cllr Bowden

15/146 NATIONAL TRUST REPORT

To receive a report from the National Trust

15/147 PUBLIC QUESTIONS

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

The meeting will reconvene with Standing Orders

15/148 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.

15/149 CLERKS REPORT

To receive the Clerks Report for August 2015 and to resolve to action any matter contained within as necessary, including Street Naming for the new link road in the Tithebarn area.

15/150 FINANCE

i. BANK RECONCILIATION

To receive the bank reconciliation for July 2015

ii. PAYMENT SCHEDULE FOR AUGUST 2015

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

15/151 COUNCIL STRUCTURE AND OPERATION

Policies

i. To receive Draft Absence Management Policy

ii. To receive a Draft Grass Cutting / Hedge Trimming / Vegetation Clearance Policy in accordance with current policy and community self-help guidelines published in August 2015 by Devon County Council

Policies are recommended for adoption

Vacancies

iii. To agree a campaign to recruit 5 co-opted Members to fill vacant places on the Council

Policy Committee

iv. To resolve to establish a Policy Committee to:

a. Oversee Growth Point developments and their impact on Broadclyst

b. To review draft policy documents received by the Council and to make recommendations to the Full Council on consultation responses where there is an impact on the Parish

15/152 ALLOTMENT FIELD LEASE

To note that a draft copy of a 5 year lease between the National Trust (lessor) and Broadclyst Parish Council (lessee) for the sum of £600 (+VAT) per annum is currently being prepared.

To resolve that delegation be given to the Finance Committee to review, agree and to enter into the legal agreement as outlined within, reporting back to Council on 5th October 2015.

An electronic copy of the draft lease will be circulated to all Councillors prior to the Finance Committee meeting.

15/153 PLANNING

a. To note the following:

i. Planning decisions made in August 15:

| | | | |
|-------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 15/0966/ADV | Co-operative Retail Services Ltd 147 Younghayes Road Cranbrook Exeter Devon EX5 7DR | 3 externally illuminated fascia signs, 1 internally illuminated projecting sign, 1 non-illuminated projecting sign and 9 printed window graphics. | Approved |
| 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 | Approved |

ii. Appeal decisions August 15:

There have been no appeal decisions announced in August 2015

iii. Comment from Planning Committee meeting

To note that Broadclyst Parish Council Planning Committee submitted a comment to the Local Planning Authority following its public meeting on Monday 3rd August 2015. The comments have been uploaded to the Parish website; a hard copy is available on request to the Clerk.

Further comment has been submitted to the LPA following a site meeting at Clyst Honiton relating to 2 adjoining parish applications at Waldrons Cottage, Clyst Honiton.

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

| | | |
|---------------------------------|----------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 15/1689/FUL | 9 Oak Tree Close Broadclyst EX5 3NB | Construction of first floor side extension (amendments to planning permission 14/2488/FUL) for the installation of clear glazed window to second floor gable wall (Closing date for comment 24 th August) |
| 15/1721/FUL | Meadow View Endsleigh Crescent Clyst Honiton EX5 2AW | Construction of single storey extension (Closing date for comment 25 th August) |
| 15/1751/ADV Adjoining parish | Co-operative Retail Services Ltd 147 Younghayes Road Cranbrook | Installation of internally illuminated projecting sign and X 1 window graphic (Closing date for comment 11 th September) |

| | | |
|----------------------------------|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 15/1406/FUL | 36 Parkside Road Exeter EX1 3TN | Amended plans showing all elevations and current proposal (Closing date for comment 8 th September) |
| 15/1825/MOUT Adjoining parish | Land South Of London Road Rockbeare | Outline application (all matters except access reserved) for demolition of existing agricultural buildings and development of up to 250 dwellings, a local centre providing commercial floorspace of up to 600 sqm (use classes A1,A3,A4 & B1), a community building/cafe of up to 300sqm (use class D1 & A3), public open space/green infrastructure and associated works (Resubmission of application 15/0371/MOUT) (Closing date for comment 11 th September) |
| 15/1895/FUL | Towhill Farm Westwood EX5 3DJ | New agricultural building to form a cow accommodation facility; creation of a below ground slurry store and bulk feed hopper (Closing date 14 th September) |
| 15/1901/FUL | 41 West Clyst EX1 3TL | Proposed loft conversion to include extension to roof, rear dormer and rooflights to front (Closing date 15 th September) |
| 15/1984/CPE Adjoining parish | Lower Allercombe Farm Rockbeare EX5 2HD | Certificate of lawfulness (existing) for use of caravan as a dwelling (Closing date 15 th September) |
| 15/1799/FUL | Dairy WC Killerton House | Conversion of existing toilet to cafe facility, installation of rear door, new timber steps and door, creation of terrace and creation of toilet within adjacent timber shed building (Closing date 16 th September) |
| 15/1800/LBC | Dairy WC Killerton House | Conversion of existing toilet to cafe facility, installation of rear door, new timber steps and door, creation of terrace and creation of toilet within adjacent timber shed building (Closing date 16 th September) |

15/154 CONSULTATIONS

The following consultations are underway:

- i. Gypsy and traveller accommodation - Development Plan Document (DPD)
(Closing date: 21 September 2015)
- ii. East Devon Villages Plan Monday (Closing date: 21 September 2015)
- iii. Review of Polling Districts and Polling Places (Closing date: 25 September 2015)
- iv. Devon Minerals Plan (Closing date: Monday 16th November 2015)

To debate, construct and resolve to agree a comment from The Council for submission to the relevant authority in respect of each of the above consultations,

OR:

To resolve to give delegation to the Policies Committee, should its formation be resolved in 15/151 ii b, to respond to the consultations. To note that in order to meet the September deadlines, electronic circulation for agreement to recommended responses will be necessary in this instance.

15/155 CORRESPONDENCE

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

15/156 AGENDA 5 OCTOBER 2015

To note Agenda Items for 5th October 2015

15/157 CLOSE OF MEETING

To close the meeting

Dated this 28th day of August 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