

Issue date: Tuesday 12th May 2015

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Mrs. Angie Hurren

Parish Clerk

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 Annual Council meeting of Broadclyst Parish Council will be held on:

Monday 18th May 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

15/68 ELECTION OF CHAIRMAN

To elect a Chairman

15/69 ELECTION OF VICE CHAIRMAN

To elect a Vice Chairman

15/70 APOLOGIES

To resolve to accept apologies for absence

15/71 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

15/72 ELECTIONS:

- a. To note the results of the 2015 Broadclyst Parish Council elections and East Devon District Council elections
- b. To confirm elected Broadclyst Parish Council's Councillors for the 2015-19 Term of Office
- c. To confirm the receipt of Acceptance of Office from all Councillors

15/73 MINUTES

To receive and resolve to approve as a correct record the minutes of the Parish Council meeting held on 7 April 2015

Standing Orders will be suspended:

15/74 POLICE REPORT

To receive the Police report

15/75 COUNTY REPORTS

To receive a report from County Ward member Cllr Bowden

15/76 NATIONAL TRUST REPORT

To receive a report from the National Trust

15/77 CRANBROOK REPORT

To receive the Community Leaders Group update on developments in Cranbrook.

15/78 TRAFFIC GROUP UPDATE

- i. To note the Minutes from the Traffic Group meeting which was held on 25th March 2015,
- ii. To receive notes summarising the group's meeting with Peninsular road safety partnership on 20th March 2015

15/79 PUBLIC QUESTIONS

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

The meeting will reconvene with Standing Orders

15/80 ACCEPTANCE OF REPORTS

To action any matters arising from any of the public/stakeholder reports received this evening of applicable.

15/81 CLERKS REPORT

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

15/82 FINANCE

- i. **ANNUAL AUDIT RETURN**
 - a) To receive Internal Auditor's report
 - b) To resolve to approve Accounting Statement for External Auditor
- ii. **PAYMENT SCHEDULE FOR APRIL 2015**

To note that BACS payments are now being made where possible and to resolve to approve the list of payments made for April 2015
- iii. **PLANNED WORKS FOR APPROVED CONTRACTORS**

To note planned works schedule and budget allocation
- iv. **COMMUNITY GRANT APPLICATION**

To receive an application from the Broadclyst Fun Day Committee for a grant towards the cost of setting up this year's Fun Day event and to resolve to process the application accordingly.

15/83 PLANNING

a. To note the following:

i. Planning decisions made in April 15:

| | | | |
|---------------------------------|------------------------------------|---|----------|
| Ref. No: 15/0505/FUL | Oakdene Broadclyst | Alterations to existing building and erection of glazed canopy | Approved |
| Ref. No: 15/0451/FUL | Oakdene Broadclyst | Alterations to existing structure, demolition of rear lean to, new first floor rear window and refurbishment of existing workshop | Approved |
| Ref. No: 15/0451/FUL | 6 Wheat Field Lane Cranbrook | Construction of conservatory | Approved |
| Ref. No: 15/0176/FUL | Littleshaw Bluehayes | Change of use of part of garden to site building for day care for dogs. | Approved |
| Ref. No: 15/0061/FUL | Higher Comberoy Farm Broadclyst | Demolition of farm building and construction of cattleshed and associated hardstanding | Approved |

ii. Appeal decisions April 15:

There were no appeal decisions announced in April 2015

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

- i. 15/0963/FUL Comberoy Cottage, Broadclyst** Construction of single storey rear extension
Closing date: 19th May 2015
- ii. 15/0898/MFUL Land Adjacent To The Gardens Clyst Honiton** Construction of 48no dwellings and new vehicular access off Honiton Road and associated drainage works
Closing date: 28th May 2015
- iii. 15/0913/FUL 4B Woodbury View Broadclyst** Construction of a workshop
Closing date: 8th May 2015
- iv. 15/1042/FUL Garden Flat, Westwood House, Westwood** Construction of raised platform/balcony with open stone below to the detached garden flat/garage and replacement of window with door to west elevation
Closing date: 1st June 2015

15/84 CORRESPONDENCE

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

15/85 AGENDA 1 JUNE 2015

To note Agenda Items for 1st June 2015

15/86 CLOSE OF MEETING

To close the meeting

Dated this 12th 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