

Issue date: Tuesday 29th November 2016

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Mrs. Angie Hurren

Parish Clerk

To: Broadclyst Parish Council Members

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



19, New Buildings

Broadclyst

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BROADCLYST PARISH COUNCIL

ORDINARY MEETING

Members of the Press and Public are welcome to attend this meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 (1) (2)

You are hereby notified that there will be an Ordinary Council meeting of Broadclyst Parish Council which will be held on **Monday 5th December 2016** at **19:00hrs** in the **Green Room, Victory Hall, Broadclyst** for the purpose of transacting the following business:

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AGENDA

NB: There will be no matters of a confidential and contractual nature for discussion under Part B (exclusion of press and public) this month

16/200 APOLOGIES

Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk, as it is usual for the grounds upon which apologies are tendered to also be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

16/201 DISCLOSABLE PECUNIARY INTEREST

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests that are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it. Requests for Dispensations should be made in writing to the Town Clerk in advance of the meeting.

16/202 APPROVAL OF MINUTES

To receive and resolve to approve as a correct record the Minutes of the Parish Council meeting held on 7th November 2016, the Minutes from the Finance Committee's meeting on 15th November 2016, and the Minutes from the Staffing Committee meeting on 17th November 2016.

Standing Orders will be suspended:

16/203 DISTRICT COUNCIL REPORTS

To receive a report from District Ward Members Cllr Pepper and Cllr Hale

16/204 COUNTY REPORTS

To receive a report from County Ward Member Cllr Bowden

16/205 NATIONAL TRUST REPORT

To receive a report from the National Trust

16/206 POLICE REPORT

To receive the Police report for October 2016

16/207 PUBLIC PARTICIPATION

To consider requests from members of the public to make representations, take questions or give evidence in respect of the business on the agenda under Standing Orders 3e to 3k.

The meeting will reconvene under Standing Orders

16/208 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.

16/209 COUNCIL REPORTS

- i. **Clerks report**
To receive the Clerks Report for October 2016 and to resolve to action any matters contained within as necessary
- ii. **Neighbourhood Plan**
To receive a report from the Neighbourhood Planning Officer and to consider a 'Call for Sites'
- iii. **Sports Pavilions report**
To receive the monthly report from the Pavilions Administrator
- iv. **Community Emergency Plan**
To receive a report following the annual review of the Council's Community Emergency Plan

16/210 CORPORATE GOVERNANCE AND FINANCE

- i. **Bank Rec**
To note the Bank reconciliation for October 2016 as recommended by the Finance Committee
- ii. **Payment Schedule for November 2016**
To resolve to approve the payment schedule for the calendar month of November 2016
- iii. **Staff Appraisals**
To note that the Staffing Committee will meet shortly to receive a report following autumn staff appraisals

16/211 PLANNING

i. Planning Decisions:

To note the following planning decisions made by the Local Planning Authority in November 16:

Application ref:	Location:	Proposal:	Outcome:
16/2182/ADV	Saxon Brook (Old Park Farm Two) West Clyst Exeter	Retention of flags and signage relating to new housing development	Approved
15/0049/V106	Old Park Farm One Pinn Hill Exeter	Variation of the Section 106 agreement accompanying the Old Park Farm planning permission 10/0641/MOUT	Approved

ii. Appeal decisions November 16:

To note there have been no appeal decisions announced in November 2016

iii. Validated applications:

To discuss any validated planning applications received between publishing of this Agenda and the meeting.

Application ref:	Location:	Proposal:
16/2703/FUL 16/2704/LBC	Killerton House, Killerton, Exeter, EX5 3LE	Construction of new chimney and enlargement of existing chimney.

Planning applications can be viewed on the East Devon District Council's Planning Portal.

16/212 DCC CONSULTATIONS

- i.** Community Composting and Recycling Centres Consultation
- ii.** Street Naming Consultation

16/213 CORRESPONDENCE

- i.** To receive the November 2016 correspondence list
- ii.** To resolve to action any matters arising from the correspondence list as appropriate.

16/214 AGENDA 3rd JANUARY 2017

To note Agenda Items for 3rd January 2017.

Dates for forthcoming meetings this month:

EDDC Cabinet	5.30pm; 7 th December 2016	EDDC Offices, Knowle
DMC	10am; 6 th December 2016	EDDC Offices, Knowle
Broadclyst Planning Committee	TBC	TBC
Broadclyst Staffing Committee	TBC	TBC

16/215 CLOSE OF MEETING

To close the meeting

Dated this 29th day of November 2016

AMS Hurren

Mrs Angie Hurren
MILCM
Broadclyst Parish Council 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 cease while they speak.