

Issue date: Tuesday 30th August 2016

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Parish Clerk

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



19, New Buildings

Broadclyst

Exeter

EX5 3EX

www.broadclyst.org

Broadclyst Parish Council Ordinary meeting

There will be an Ordinary Council meeting of Broadclyst Parish Council which will be held on **Monday 5th September 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

16/151 APOLOGIES

To resolve to accept apologies for absence

16/152 DISCLOSABLE PECUNIARY INTEREST

To receive Declarations of Interest not currently on Councillors' ROIs; to note pecuniary and personal interests in relation to items on this agenda; to note any new dispensation requests for Disclosable Pecuniary Interest which have been submitted to the Clerk

16/153 APPROVAL OF MINUTES

- i. To receive and resolve to approve as a correct record the minutes of the Parish Council meeting held on 1st August 2016.
- ii. To receive and resolve to approve as a correct record the minutes of the Parish Council Planning Committee meeting held on 22nd August 2016

16/154 COUNCIL VACANCIES

To consider an application for co-option from Sofie Francis

Standing Orders will be suspended:

16/155 DISTRICT COUNCIL REPORTS

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

16/156 COUNTY REPORTS

To receive a report from County Ward Member Cllr Bowden

16/157 NATIONAL TRUST REPORT

To receive a report from the National Trust

16/158 POLICE REPORT

To receive the Police report for August 2016

16/159 PUBLIC QUESTIONS

For Public question time on items on this Agenda (for no longer than 15 minutes if required)

The meeting will reconvene under Standing Orders

16/160 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.

16/161 COUNCIL REPORTS

- i. **Clerks report**
To receive the Clerks Report for August 2016 and to resolve to action any matter contained within as necessary
- ii. **Committee Terms of Reference**

16/162 CORPORATE GOVERNANCE AND FINANCE

- i. **Staffing.**
To note that Alison Marshall has completed the end of probation period interview successfully and her permanent appointment is confirmed.
- ii. **Payment Schedule for August 2016**
To resolve to approve the list of payments made for August 2016

iii. Bank Reconciliation

To resolve to accept the Bank Reconciliation for July 2016

iv. Draft Meetings Schedule for 2017

To resolve to approve the draft Meetings Schedule for 2017

v. Changes to Banking

To resolve to change from the existing Business Banking Extra account to the Business Banking Electronic Tariff account .

To resolve to complete the mandate with respect to Telephone Banking.

vi. Members interests

Councillors conduct in relation of interests and the registration of them are regulated by the Localism Act 2011 ss 26-34 and regulations made thereunder. To note that Members have received a change of members Interest form and are aware that it is their obligation to keep their entry on the register up to date.

vii. Community Grant application

To consider an application for grant funding from Tornados Netball Club for £500 towards the cost of coaching and hall hire.

16/163 PLANNING

i. Planning Decisions:

There are no additional new planning decisions made by the Local Planning Authority to report in July/August 16 other than those recorded in the Planning Minutes

ii. Appeal decisions July/August 16:

To note there have been 0 appeal decisions announced in July/August 2016

iii. Validated applications:

To discuss any planning applications consultations received between publishing of this Agenda and the meeting. As the planning committee met in August there are no new applications for discussion at the time of publishing this agenda.

Planning applications can be viewed on the East Devon District Council's Planning Portal; members of public are able to make direct comment via the Portal.

iii. Draft Village Plan

To receive a draft Village Plan report from the Planning Committee

iv. Westclyst Primary School

To note that a public consultation event is to be held on Thursday 8th September between 3pm and 7pm in the Victory Hall, and to informally view plans of the proposal (if available)

16/164 CORRESPONDENCE

- i. To receive the August 2016 correspondence list

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

16/165 AGENDA 3rd OCTOBER 2016

To note Agenda Items for 3rd October 2016.

Dates for forthcoming meetings:

Date	Meeting	Time:	Location:
Tuesday 6 th September	Development Management Control (EDDC)	10am	EDDC Council Chamber
Wednesday 14 th September	EDDC Cabinet	5.30pm	EDDC Council Chamber
Monday 19 th September	Comms Committee	2pm	Broadclyst Pavilions, Holly Close
Monday 3 rd October	Full Council	7pm	Green Room, Victory Hall, Broadclyst
Friday 21 st October	Sports Pavilions Management Committee	2pm	Broadclyst Pavilions, Holly Close

16/166 CLOSE OF MEETING

To close the meeting

Dated this 30th day of August 2016

Angie Hurren

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 public meetings. 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.