

Issue date: Tuesday 1st August 2017

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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

Exeter

EX5 3EX

www.broadclyst.org

Broadclyst Parish Council Ordinary meeting

Press and Public are welcome to attend.

You are hereby summonsed to an Ordinary Council meeting of Broadclyst Parish Council which will be held on **Monday 7th August 2017** at **19:00hrs** in the **Green Room, Victory Hall,**

Broadclyst for the purpose of transacting the following business:

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

AGENDA

17/134 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.

17/135 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 Clerk in advance of the meeting.

17/136 MINUTES

To receive and resolve to approve as a correct record the minutes of the Parish Council meeting held on 3 July 2017

Standing Orders will be suspended:

17/137 DISTRICT COUNCIL REPORTS

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

17/138 COUNTY REPORTS

To receive a report from County Ward members Cllr Bloxham and Randall-Johnson

17/139 NATIONAL TRUST REPORT

To receive a report from the National Trust

17/140 POLICE REPORT

To receive the Police report for June/July 2017

17/141 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

17/142 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.

17/143 COUNCIL REPORTS

- i. **Clerks report**
To receive the Clerks Report for July 2017 and to resolve to action any matter contained within as necessary
- ii. **Pavilions Report**
To receive the Pavilions Administrators report for July 2017, and to note the Minutes of the Pavilions AGM.
- iii. **Traffic report**
To receive a report from Cllr Gent following attendance at a public meeting at the Primary school relating to traffic matters and the school's travel plan
- iv. **Street naming**
To note the names suggested to EDDC's Street naming department for the first phase of the Tithebarn Green phases.

17/144 FINANCE

- i. **Quarterly Finance report**
To receive the notes from an inquorate Finance Committee meeting, Minutes from the Staffing committee meeting held on 18 July 2017, and a report from the Finance Chairman. Recommendations from staffing committee to be ratified by Council as Finance was inquorate.
- ii. **Bank Reconciliation**
To receive Bank Reconciliation to 30 June 2017
- iii. **Financial Statement**
To receive Financial Statement and balance sheet to 30 June 2017
- iv. **Budget monitoring**
To receive a detailed breakdown on Income and Expenditure to 30.06.2017, including percentage spends on allocations.
- v. **VAT**
To note that the VAT reclamation up to 30 June 2017 has been submitted to HMRC in accordance with Part II, Reliefs, Exemptions and Payments, Section 33, (3) (a) of the VAT Act 1994
- vi. **Payment Schedule**
To resolve to approve the list of payments for July 2017

vii. **Parish Together projects**

- a. To receive a request for support for EDDC's Great Trees project and to resolve how much of this year's funding to allocate should Council be mindful to support.
- b. To consider a request to support an application for funding from Mid Devon's TAP fund towards a community helipad at Bradninch.

viii. **Community Grant re-allocation**

To note that the Hele Conservation project is no longer going ahead, and to receive a request for the £500 grant to be re-allocated to go towards 3 heritage route boards.

17/145 NEIGHBOURHOOD PLAN

To receive a report from the Neighbourhood Plan Officer and to resolve the recommendations contained within

17/146 GOVERNANCE - POLICIES REVIEW

To receive and update the following draft policies

- i. Dispensations Procedure Guide.
- ii. Community Engagement Statement of intent.

17/147 PLANNING

i. Planning Decisions:

To note the following planning decisions made by the Local Planning Authority in June 2017:

Application ref:	Location:	Proposal:	Decision:
17/1283/FUL	Broadclyst Community Primary School EX5 3JG	Enclosure of floor space under existing roof	Approved
17/1393/FUL	26 Elm Close EX5 3LT	Construction of single storey extension	Approved
17/1258/FUL	Homewood 1 Cotterell Road EX5 3RZ	Construction of single storey extension	Approved
17/1048/FUL	Victory Hall EX5 3EE	Provision of external doors and replacement of window frames in enlarged existing opening and construction of terrace	Approved
16/1934/MRES	Tithebarn Country Park Phases 4	Reserved Matters application in relation to phase 4, pursuant to outline planning permission 12/1291/MOUT, for the provision of a new Country Park, pedestrian and cycle links (including 2 timber bridges), sustainable urban drainage and associated infrastructure. The partial discharge of conditions 1, 4, 5, 10, 13, 17, 19 and 21 together will the full discharge of conditions 6 and 16 of application 12/1291/MOUT relating to phase 4.	Approved

ii. Appeal decisions July 2017:

To note there have been no appeal decisions announced in July 2017

iii. Planning Comment

To note the Planning Committee submitted its comment to the Local Planning Authority following its public meeting on Thursday 13th July 2017

iv. Validated applications:

To discuss validated planning applications received for consultation up to the date of this meeting

Application ref:	Location:	Proposal with link
17/1504/CPE	Little Barton Farm Broadclyst Exeter EX5 3DE	Certificate of existing lawfulness for the construction of an agricultural building.
17/1737/CPL	1 Alexandra Terrace Broadclyst Station Exeter EX5 3AU	Construction of dormer window on rear roof slope

17/148 CORRESPONDENCE

- i. To receive the July 2017 correspondence list
- ii. To resolve to action any matters arising from the correspondence list as appropriate.

17/149 AGENDA 4 SEPTEMBER 2017

To note Agenda Items for the next meeting

17/150 CLOSE OF MEETING

To close the meeting

Dated this 1st day of August 2017

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 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 must 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.