

Issue date: Tuesday 30th May 2017

Contact number: 07532 286713

E-mail: clerk@broadclyst.org

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 5th June 2017** at **19:00hrs** in the **Green Room, Victory Hall, Broadclyst** for the purpose of transacting the following business:

Agenda Index

17/98 APOLOGIES	2
17/99 DISCLOSABLE PECUNIARY INTEREST	2
17/100 MINUTES	2
17/101 DISTRICT COUNCIL REPORTS	2
17/102 COUNTY REPORTS.....	2
17/103 NATIONAL TRUST REPORT	2
17/104 POLICE REPORT	2
17/105 PUBLIC QUESTIONS	2
17/106 ACCEPTANCE OF REPORTS	3
17/107 COUNCIL REPORTS.....	3
i. Clerks report.....	3
ii. Pavilions Report	3
17/108 FINANCE	3
i. Payment Schedule for May 2017	3
ii. Finance Committee report.....	3
17/109 ACCOUNTS, AUDIT AND GOVERNANCE.....	3
17/110 NEIGHBOURHOOD PLAN	3
17/111 NEIGHBOURHOOD PLAN AREA RE-DESIGNATION	3
17/112 POLICIES REVIEW	3
17/113 PLANNING.....	4
i. Planning Decisions:.....	4
ii. Appeal decisions May 2017:	4
iii. Planning Comment.....	4
iv. Validated applications:	4
17/114 CORRESPONDENCE	4
17/115 AGENDA 3 JULY 2017	5
17/116 CLOSE OF MEETING.....	5

There are no matters of a confidential a nature for discussion under Part B (exclusion of press and public) this month.

AGENDA

17/98 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.

17/99 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.

17/100 MINUTES

To receive and resolve to approve as a correct record the minutes of the Parish Council's Annual meeting held on 2nd May 2017 and the Finance Committee Meeting held on 22nd May 2017

Standing Orders will be suspended:

17/101 DISTRICT COUNCIL REPORTS

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

17/102 COUNTY REPORTS

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

17/103 NATIONAL TRUST REPORT

To receive a report from the National Trust

17/104 POLICE REPORT

To receive the Police report for April 2017

17/105 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

17/106 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.

17/107 COUNCIL REPORTS

i. Clerks report

To receive the Clerks Report for May 2017 and to resolve to action any matter contained within as necessary

ii. Pavilions Report

To receive the Pavilions Administrators report for May 2017.

17/108 FINANCE

i. Payment Schedule for May 2017

To resolve to approve the list of payments made for May 2017

ii. Finance Committee report

To receive a report from the Finance Committee following its meeting on Monday 22nd May 2017.

17/109 ACCOUNTS, AUDIT AND GOVERNANCE

- i.** To receive the unaudited end of year accounts for 2016/17
- ii.** To receive the end of year bank reconciliation as at 31.03.2017
- iii.** To consider Council's response to Section 1 of the Annual Return, the annual governance statement, for 2016/17)
- iv.** To consider figures for Section 2 of the Annual Return, the accounting statement, for 2016/17
- v.** Annual Return Intermediate Review: Assertion 8 – Significant events.
To receive a report from the RFO regarding the Council's Intermediate review and to agree a statement which supports the authority's positive response to assertion 8 in Section One of the Annual Return.

17/110 NEIGHBOURHOOD PLAN

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

17/111 NEIGHBOURHOOD PLAN AREA RE-DESIGNATION

To receive a report from the Neighbourhood Plan Officer which explains the reasons for, and process of, applying for re-designation of the Neighbourhood Plan Area (NPA) to include the strategic sites of Old Park 1, Pinn Court, and Tithebarn. (NB: Old Park 2, Moonhill Copse, and Mosshayne are within the existing NPA).

17/112 POLICIES REVIEW

To receive a draft updated media communications policy to include the use of social media.

17/113 PLANNING

i. Planning Decisions:

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

Application ref:	Location:	Proposal:	Decision:
17/0625/FUL	Lower Burrowton Farm Broadclyst Exeter EX5 3BQ	Retrospective application for external cladding to farm buildings; biofilter extension; install 2 no. silo structures; external hardstanding	Approved
17/0807/FUL	Burraton House Broadclyst Exeter EX5 3DB	Two and single storey side extension including replacement garage, second floor window to side elevation	Approval with conditions
17/0827/FUL	Saundercroft Cottage Whimble Exeter EX5 2PF	Construction of two storey rear extension, single storey side extension and insertion of first floor window to side	Approval with conditions
17/0624/FUL	St Pauls Westwood Broadclyst Exeter EX5 3DH	Construction of timber store	Approved

ii. Appeal decisions May 2017:

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

iii. Planning Comment

To note the Planning Committee submitted its comment to the Local Planning Authority following its public meeting on Thursday 25th May 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
17/1011/FUL	Charamy, Blackhorse Lane, BLACKHORSE EX5 2AR	Construction of extended roof area including first floor dormer window to enable first floor accommodation.
17/1145/MRES	Ecology Park Tillhouse Road Cranbrook	Reserved matters application seeking approval of access, appearance, landscape, layout and scale for the construction of an Ecology Park and drainage basins (This application is made pursuant to outline permission 03/P1900) (EIA Development) (This is a revised application)

17/114 CORRESPONDENCE

i. To receive the April 2017 correspondence list

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

17/115 AGENDA 3 JULY 2017

To note Agenda Items for 3rd July 2017

17/116 CLOSE OF MEETING

To close the meeting

Dated this 30th day of May 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 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.