

Present

Members: Cllrs Arthurs, Jackson, Pepper (Chairman), Staddon, Vaughan and Wollacott.

In attendance: Clerk

Invitees: Dan Fields, National Trust

Members of Public: 0

Full Council meeting

Tuesday 7th April 2015

19:00hrs

Green Room, Victory Hall, Broadclyst

Press and public were welcome to attend.

The Full Council of Broadclyst Parish Council met for the purpose of transacting the following business:

MINUTES (Draft)

The Chairman noted there was 1 matter (15/61vii) of a confidential and contractual nature for discussion under Part B (exclusion of press and public) this month

15/51 APOLOGIES

The Council resolved to accept apologies for absence from Cllrs Bromley, Gent and Massey.

15/52 DISCLOSABLE PECUNIARY INTEREST

There were no Declarations of Interest received which were not currently on Councillors' ROIs nor receipt of requests for new Disclosable Pecuniary Interest* (DPI) dispensations on items on the Agenda

15/53 MINUTES

The Minutes of the Parish Council meeting held on 2 March 2015 had been published and circulated prior to the meeting; it was proposed by Cllr Wollacott, seconded Cllr Vaughan and unanimously agreed that they were a correct record of the meeting AND IT WAS RESOLVED to approve the Minutes.

Standing Orders will be suspended:

15/54 POLICE REPORT

The Police report was tabled from PCSO Jack Stannard.

The Chairman questioned if the report could be checked as it shows no crimes reported in a month.

15/55 COUNTY REPORTS

Council resolved to accept apologies from County Ward member Cllr Bowden

15/56 NATIONAL TRUST REPORT

Rural Surveyor Dan Fields gave a verbal report on behalf of the National Trust

Killerton

Killerton had 6,500 visitors over Easter weekend, with 2,200 participants enjoying the Easter egg hunt which is held in conjunction with Cadburys.

Forthcoming events include the Classic Car rally on Sunday 15th May, with various theatre and music events lined up for the summer season.

Estate

All vacant property not being worked on is now let other than Heathfield which is currently being advertised .

Refurbishment plan: forthcoming on books for this year – 1&2 Queens Square, Firs, Oakdene (Sept), Haglis Cottage, Myrtle cottage & 4 Sunnyfield.

This is in line with the commitment to get all properties up to habitable standard by 2019, take-up on lettings has increased over early part of year. The Trust has a stringent suitability criteria to bring tenants in who contribute to community as well as Trust objectives.

Staff

The Estate has a new Buildings Surveyor who has relocated from SE England. His role will include assessing the conditions of the estate farms to produce an accurate forward plan for maintenance and renovation.

Badgers

There has been a recent meeting with DEFRA and the animal protection agency, which has reviewed their vaccination programme. This has been ongoing work since 2011 and will happen again this year. Killerton is being used as a training ground; people attending will be trained to carry out vaccinations in other areas.

As yet this is a study with no definitive link proven; the wish is to build herd immunity through vaccination to hopefully breed a generation of dairy herds which are immune to TB.

15/57 CRANBROOK REPORT

Council received a report from the Community Leaders Group update on developments in Cranbrook, which contained a report from CHIC.

15/58 TRAFFIC GROUP UPDATE

- i. The Minutes from the Traffic Group meeting which was held on 25th March 2015 were noted.
- ii. The notes summarising the group's meeting with Peninsular road safety partnership on 20th March 2015 were received.

It was noted there is an appeal for more speedwatch volunteers

15/59 PUBLIC QUESTIONS

There were no public questions on items on this Agenda this month.

The meeting will reconvene with Standing Orders

15/60 ACCEPTANCE OF REPORTS

It was proposed by Cllr Wollacott and seconded by Cllr Jackson to accept the stakeholder reports. The Clerk was asked to contact the PCSO for clarification that the Police report was accurate in showing only one crime in a 4 week period. All Council members were in agreement and so IT WAS RESOLVED

15/61 CLERKS REPORTS

To receive the following Clerks Reports:

i. Clerks report

The Clerks report was received containing reports and information about: Elections, Cranbrook Community Fund, Cranbrook Medical Scheme, the Definitive Map Review for Broadclyst, the Broadclyst Community Emergency Plan, Officer support to local Parishes, Cranbrook market, central heating at the Pavilions, the end of year check against the budget, increase in parish precept, youth club sports equipment and the annual RoSPA play area inspection.

ii. Section 106

The end of year summary on delivery of projects which have been funded from S106 (developers community contribution) monies was presented to Council.

It was proposed by Cllr Arthurs and seconded by Cllr Wollacott with all Members in agreement that this was an accurate summary of S106 projects and so IT WAS RESOLVED to approve the report.

iii. 3D Parish Together project.

The Council received a report on the outcome of an application which was submitted to the PT fund to deliver a youth community-based project which teaches life-skills and leads to a formal qualification.

It was proposed by Cllr Arthurs that the Council agree to approve the Clerks recommendations, namely:

- a. That The Council resolves to accept the Parish Together award
- b. That The Council resolves to delegate power to Broadclyst Parish Council Youth Committee and Broadclyst VIP's to administrate the project on behalf of The Council, regularly reporting to The Council
- c. That The Council resolves to delegate authority to the Clerk to spend the grant monies in accordance with the terms of the grant and at the rates set out in the projected budget appended to the report to within +/-10% and within budgetary constraints.
- d. That it be noted that publicity for the project be postponed until after the elections (or at such time EDDC deem it appropriate if beforehand).

Cllr Arthurs' proposal was seconded by Cllr Wollacott with all Members in agreement that and so the RESOLUTION WAS MADE.

iv. Cranbrook Medical Transport Scheme

The Council received the dissolution report on the Fund and recommendations contained within.

It was proposed by Cllr Arthurs to agree the recommendations, namely:

that the closing balance be noted as £2,512.20 as at 31st March 2015, that the Scheme be formally dissolved,

that the closing balance has been transferred to the Cranbrook Community Fund following approval of the Clerks recommendation to the New Homes Bonus Panel, EDDC.

to declare the Cranbrook Medical Transport Scheme dissolved from effect from 31st March 2015.

Cllr Arthurs' proposal was seconded by Cllr Wollacott with all Members in agreement to accept this report and so the RESOLUTION was made.

It was also noted that the Council has no other imprest (cash) accounts in operation.

v. Cranbrook Community Fund

The end of year report on the Fund was presented to The Council; the closing balance was noted at 31st March 2015, including the Medical Transport Scheme transfer, to stand at £3,843.88

It was proposed by Cllr Arthurs, seconded by Cllr Wollacott and unanimously agreed to accept this report AND IT WAS RESOLVED.

vi. HMRC end of year report

A report detailing all NIC and PAYE payments made to HMRC in the 14/15 year was presented to the Council.

It was proposed by Cllr Arthurs, seconded by Cllr Wollacott and unanimously agreed to accept this report AND IT WAS RESOLVED to confirm that payments totalling £10,179.07 have been made to HMRC in respect of staff and Council contributions during the 14/15 financial year.

The next item took place under Part B conditions (exclusion of press and public) due to the confidential nature of the business to be conducted

vii. Pavilions Boiler

Issue

Following a failure of the central heating boiler at the Pavilions, Optimal Prime Solutions was asked to produce a quote to repair the boiler. On investigation it became apparent a repair was not going to be straightforward due to lack of availability of parts for the boiler which has been out of production for many years; parts have to come from manufacturer in Italy which, if available are costly; it has also not been possible to identify the exact cause for the failure, although a failed printed control board is the most likely cause. Given all the above information, it was therefore deemed uneconomic to consider enacting a repair on a boiler which is 16 years old.

Replacement options

The Council received the Officers' report which contained 2 options for replacement (either a hot water heater or a combination boiler) with 3 quotes for each option.

The Clerk as Responsible Finance Officer obtained the quotes in accordance with the Council's Financial Regulations 10(3) and 11(1)

Both options were considered. It was noted that the current heat-only boiler only runs the central heating while the kitchen sink and toilet sinks are fed from 3 independent under-sink immersion heaters which all switch on when user groups switch on the main switch in the foyer. The option to install a combination boiler would obviously negate the cost of the 3 immersions heating up each time the building is in use.

Resolution

After debate it was proposed by Cllr Wollacott and seconded Cllr Arthurs to engage Optimal Prime Solutions to supply and fit a Worcester Greenstar 32CDi compact combination boiler, with 50% deposit and 50% on completion; all Members were in agreement and so IT WAS RESOLVED.

The Chair declared the part B session closed and open again to members of press and public before proceeding with the next agenda item.

- viii. Instruction was given to the Clerk to raise the work order with Optimal Prime Solutions to supply and fit a combination boiler and to add the 50% deposit payment to the interim payment schedule for April 2015.

15/62 FINANCE

i. **BANK RECONCILIATION**

The Council received the bank reconciliations for February 2015 and up to 31st March 2015. It was proposed by Cllr Jackson, seconded by Cllr Arthurs and all Members agreed to approve the bank reconciliations AND IT WAS RESOLVED.

ii. **FINANCIAL STATEMENT**

To receive the financial statement to 31st March 2015

The following earmarked funds were noted:

£2,032.89 in respect of Neighbourhood Planning

£1203.18 transferred following the dissolution of the Cranbrook Forum; to be held until such time it can be passed over to the Cranbrook Town Council.

It was proposed by Cllr Jackson, seconded by Cllr Arthurs and all Members agreed to approve the financial statement to 31st March 2015 AND IT WAS RESOLVED.

iii. **ANNUAL ACCOUNTS**

The accounts of the Council from 1st April 2014 to 31st March 2015 were presented to The Council by the Clerk. It was proposed by Cllr Jackson and seconded by Cllr Arthurs that The Council accept and approve the accounts; all Members were in agreement and so IT WAS RESOLVED.

iv. **Cheque List**

The list of cheques raised for March 2015 was presented to Council. It was proposed by Cllr Jackson and seconded by Cllr Arthurs that the payment schedule be approved; all members were in agreement and so IT WAS RESOLVED.

15/63 PLANNING

a. **The following were noted:**

i. **Planning decisions made in February and March 15:**

Ref. No: 15/0414/FUL	5 Hellings Gardens Broadclyst Exeter EX5 3DX	Construction of single storey rear extension (amendments to application number 14/2038/FUL to remove side extension and amended design of rear extension)	Approved (with conditions)
Ref. No: 15/0327/FUL	Sutherlake Broadclyst EX5 3BL	Construction of two storey and single storey extensions	Approved (with conditions)
Ref. No: 14/2968/VAR	Land Adjacent To 8 Shercroft Close (Plot 9) Broadclyst	Variation of condition 5 (plans condition) of application 07/1905/FUL to allow amendments to approved drawings	Approved (with conditions)
Ref. No: 14/0250/MOUT	Land Adjacent To Main Yard Lodge Trading Estate Broadclyst	Construction of 44 dwellings, including provision of access road and parking areas and laying out of recreational and amenity space, cycle path and flood	Refused

		bunding (Outline application seeking approval of details of access, layout and scale reserving details of appearance and landscaping).	
Ref. No: 14/0048/V106	Exeter Science Park Clyst Honiton	Variation to the Section 106 Agreement accompanying the Science Park planning permission 09/1107/MOUT to modify the highway/transportation obligations.	Approved

ii. **Appeal decisions Feb/March 15:**

There were no appeal decisions announced in February or March 2015

Also noted: Application Ref: 12/0795/MOUT Land At Pinn Court Farm, Pinn Hill, Exeter EX1 3TG

Secretary of State has confirmed that he is minded to allow the appeal, subject to the submission of an amended Section 106 agreement to include habitat mitigation contributions.

- iii. The comment submitted to the Local Planning Authority following a meeting of the Planning Committee on 18th March 2015 was noted by The Council. It has been published on the EDDC portal.

b. The following planning applications validated in February and March 15 were discussed:

- i. **15/0611/ADV Science Park Centre** Installation of fascia sign adjacent main entrance. SUPPORTED
- ii. **15/0728/ADV Cranbrook And Skypark Energy Centre** Construction hoardings in connection with Geopost plot (temporary period) SUPPORTED
- iii. **15/0641/ADV Danes Wood Car Park Broadclyst** Display of 2 no. information signs SUPPORTED
- iv. **15/0640/ADV Forest Gate Car Park Broadclyst** Display of 2 no. information signs SUPPORTED
- v. **15/0737/LBC Haglis Cottage, Budlake** Internal and external alterations. SUPPORTED (defer to Listed Buildings Officer)
- vi. **15/0698/ADV Science Park** Display of advertisement sign SUPPORTED

15/64 CORRESPONDENCE

- i. The correspondence list was received.
- ii. The following matters arising from the correspondence list was considered: the Parish Council was asked by EDDC Street Naming and Numbering to consider the name "Pound Wall" for the development at Dennismead.
It was proposed by Cllr Vaughan that the name, arising from the historic term for the field which it bordered which was used for animal keep at the rate of one pound per annum, be agreed; the proposal was seconded by Cllr Staddon and all Members were unanimous in supporting the choice of name, and so IT WAS RESOLVED.

15/65 ANNUAL PARISH MEETING

It was noted Council's Annual Parish Meeting will be held on Monday 13th April 2015.

15/66 AGENDA 18 MAY 2015

There were no Agenda Items requested for 18th May 2015 (Council's Annual meeting)

15/67 CLOSE OF MEETING

The meeting closed at 20:15hrs.

Signed:

Print:

Date of ratification:

**ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY
REQUEST**