



19, New Buildings

Broadclyst

Exeter

EX5 3EX

www.broadclyst.org

Present: Cllrs Arthurs, Baker, Bromley, Gent, Pepper, Vaughan

In attendance: Clerk

M.O.P. 1

Also present:

Tony Blackwell, Trevor Wright (architects) and Emily, Redrow

Homes; Dan Fields, Killerton rural surveyor.

Broadclyst Parish Council meeting

Press and public were welcome to attend.

There was an Ordinary Council meeting of Broadclyst Parish Council on:

Monday 3rd August 2015 at 19:00hrs in the Green Room, Victory Hall, Broadclyst

for the purpose of transacting the following business:

MINUTES

(Draft until ratified on 7 September)

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

15/122 APOLOGIES

The Council resolved to accept apologies for absence from Cllrs Massey (personal), Jackson (work), Staddon (work) and Wollacott (personal).

15/123 DISCLOSABLE PECUNIARY INTEREST

There were no Declarations of Interest not currently on Councillors' ROIs nor any receipt of requests for new Disclosable Pecuniary Interest* (DPI) dispensations on items on the Agenda. It was noted Cllrs Massey and Pepper have applied for and been granted dispensation to speak, but not vote, in matters pertaining to the delivery of the new Free School at Westclyst. A copy of their requests and dispensations have been uploaded to the ROI section of the website.

15/124 MINUTES

The draft Minutes of the Parish Council meeting held on 6th July 2015 were circulated prior to the meeting.

RESOLVED. It was proposed by Cllr Gent to accept the draft Minutes as a correct record of the meeting; Council was unanimous in its agreement.

Standing Orders were suspended:

15/125 REDROW HOMES PRESENTATION

A presentation was given by Redrow Homes regarding reserved matters planning application for Old Park Farm Phase 2.

13/0001/MOUT outline permission – resolution to grant, reserved matters application coming

forward later this autumn. Redrow has a local branch in Exeter, uses local contractors and has local developments at The Harringtons, Pinhoe and Bishops Court in Exeter.

Proposal: to deliver up to 350 houses, strategic links through to Phase 1, affordable housing (25%), parkland, public open space, 2 LEAPs (small play areas), help to access and support Poltimore house, sustainability, allotments, community orchard (in west hamlet), S106 offsite contribution to local amenities.

General layout:

The site is accessed via Phase 1 with a spine road running east-west through the site, linking to the rear of the development. There will be bus access only from Poltimore lane.

All types of housing, apartments, terraced, semi-detached, detached, bungalows – all except detached will be available through housing associations, worked with Housing enablement officer who has outlined the type of housing needed. There is a heavy emphasis on landscaping to soften the frontages of this development, especially where it backs on to open countryside.

Design code

The design code was prepared as a condition of the outline planning consent; it will control and manage the quality of the development. The development has been split into 5 different areas which will have individual characteristics:

“Central Village”: highest density at 40-42 dwellings per hectare comprising a mix of flats/apartments and terraced housing giving a village feel with the greatest density along the spine road),

“West Village”: medium density housing and key buildings set around an informal central space, seeing some semi-detached and detached properties mixed in with flats and terraces, 2 storey height limit,

“West Hamlet”: generally lower density, semi and detached housing, woodland buffer crated along north western edge

“East Hamlet”: historic connection between Poltimore house and New Lodge maintained.

“East Hamlet” and “the Mount” will have a similar density (20/25/ha) “The Mount” brings landscape challenges with its contours and will use a stepped block arrangement on steepest parts. Own access off phase 1 as well as from phase 2 spine road.

Redrow have worked closely with Planning Officers to reflect the desire to have consistent materials throughout site – grey stone, red brick, light render.

Landscaping/Open space areas

As part of the design code there will be characterisation of landscape areas and a redefinition of Poltimore park. The landscape planting will be bumble bee friendly.

There are 2 LEAPs proposed using natural play and links across the site by trim trails. Allotments of varying sizes and a community orchard are also proposed along with informal areas of open space and pedestrian access to historic parkland.

Questions/requests/issues raised:

- request S106 agreed low occupancy triggers for delivery of all community infrastructure
- request community consultation process for play facilities rather than developer-chosen
- confirm footpath provision in 106 as well as contributions to offsite P3 routes and Clyst Valley Regional Park
- Contribution to maintenance of POS, community orchards thru 106 – pump primed for an initial period (to be agreed)
- Provision of and pump-primed servicing of litter and dog waste bins

- Vehicle access to farm is currently via Parkside, there doesn't appear to be provision for farm traffic access.
- Access into the site from the east off Poltimore lane is for busses only; how will this be controlled? There is a need to discourage site traffic from using Poltimore lane to access Exeter due to its unsuitability for increased volumes of traffic.
- Is there any provision for cycle links outside the red line and does the s106 include contribution to / provision for offsite cycling?
- Community orchard – provision for management costs for a minimum period including a replanting scheme
- Q: Parking provision – how will visitor and residents parking be managed?
A: Parking on site will be within the curtilage of housing or in courtyard spaces, with some on street parking available.
- Q: How many allotments will be provided?
A: A range of sizes of allotments to allow take up by all members of society.

The Chairman thanked Tony, Trevor and Emily for their time; the Clerk and Chairman will meet with Redrow shortly to discuss the finer points of the legal agreement.

15/126 POLICE REPORT

PSCO Stannard provided a Police report which was circulated and contents noted. 7 crimes were committed between the dates of 24th June and the 24th July 2015, recorded as 2 thefts, 2 domestics, 1 public order offence, 1 shoplifting offence, 1 dog not under control, Police logs for the parish in this period. 1 RTC, 1 hot dog in car, 3 ASB logs and 2 suspicious circumstances.

15/127 DISTRICT COUNCIL REPORTS

Cllr Pepper tabled his monthly report in his capacity as District Ward member.

Cllr Hale sent her apologies, a written report and asked that any matters/actions to be forwarded to her.

15/128 COUNTY REPORTS

There was no report from County Ward member Cllr Bowden. Matters can be forwarded to him direct or via the Clerk.

15/129 NATIONAL TRUST REPORT

Dan Fields, Rural Surveyor at Killerton attended and gave an update on behalf of the National Trust.

Events: Footfall very good, the estate is In midst of summer programme – ‘try it’ Tuesdays, wicked Wednesdays, wild Thursdays, all providing lots of games and activities for the whole family. There are forthcoming performances of Twelfth Night and the family-friendly Mr Stink., Killerton restaurant has just won gold Taste of the West award, which is a high accolade.

Estate: Maintenance continues on 9 properties across the estate.

Very good demand for properties locally despite new developments on the doorstep.

Other matters:

Killerton is increasing level of activity in Growth Point, with the forthcoming release of their “Prospectus for Action” outlining plans for how Killerton plans to adapt to changes around the area including Green Infrastructure requirements.

15/130 PUBLIC QUESTIONS

There were no public questions on items on this Agenda.

A representative of the Broadclyst Twinning Association attended to explain the background and work to date of the BTA before moving on to outline the forward plan for the group. Currently the group spends much of its energy fundraising for its basic operation but isn't actively addressing the remit of the Twinning Association which is to promote links between the two communities, supporting exchange visits

The democratic profile of the group reflects an aging membership

The meeting reconvened with Standing Orders**15/131 ACCEPTANCE OF REPORTS**

Clerk and Cllr Pepper will meet with Redrow homes to follow up on questions raised this evening with regard community infrastructure and needs. Clerk of Poltmore Parish to be invited to attend. To write to the Allotment Association and Community Farm to engage with delivery of community allotments and orchard at Old Park.

15/132 CLERKS REPORT

The Clerks Report for July 2015 was received.

RESOLVED:

To explore the possibility of forming a Joint Parish social enterprise to work together to deliver devolved services such as Lengthsman and grass-cutting work.

VIEW (Voice In Evolving Westclyst)

- That the Council resolves to work with EDDC Officers to deliver community engagement events at Westclyst
- That, should it be desired, a subcommittee/working party be formed with its own Terms of Reference
- To note that this does not negate the requirement for formal consultation events to held

15/133 FINANCE**i. PAYMENT SCHEDULE FOR JULY 2015**

The list of payments made relating to the month of July 2015 was received.

RESOLVED It was proposed by Cllr Gent to approve the payment schedule for July; Council Members were in agreement.

ii. FINANCE COMMITTEE RECOMMENDATIONS

The Minutes from the Finance Committee following its meeting on 23 July were published and received. The list of payments made relating to the month of June 2015 was received.

RESOLVED It was proposed by Cllr Arthurs to approve the payment schedule for June and to accept the bank reconciliation. Council Members were in agreement. Cllr Gent stated his interest in agenda item F15/7 as a member of the Twinning Committee.

RESOLVED:

To create a public relations budget to support subcommittees in their work; to create a Fun Day subcommittee with its own budget allocation to cover operational costs.

iii. FINANCIAL REGULATIONS

To receive and adopt updated Financial Regulations to reflect Financial Risk Management in relation to online banking. These Regulations have been prepared

using NALC’s Model Financial Regulations.

It was proposed by Cllr Vaughan to adopt the draft Financial Regulations. Agreed unanimously and **RESOLVED**

iv. **PUBLIC WORKS LOAN**

To receive the Clerks report into proposals for a loft conversion at the Sports Pavilions to create a Parish Office comprising work space and storage.

To receive a loan sanction application form and accompanying notes and to discuss an article in the Broadsheet by way of community consultation for this project.

It was proposed by Cllr Arthurs to investigate the possibility of doing a loft conversion, Council members agreed and so it was **RESOLVED**

15/134 POLICIES AND PROCEDURES

i. **POLICY UPDATE**

To receive and review adopted policies for Council’s Complaints procedure, Record Management Policy, Media Communications and Training Policy. These policies and procedures are being reviewed in line with Council’s Policies and Procedures review schedule

Draft / revised policies were received and **RESOLVED** to adopt draft policies as circulated

ii. **ABSENCE MANAGEMENT POLICY**

A draft copy of an Absence Management Policy which will form part of the employees handbook once adopted was received. It is intended to replace the Council’s current policy and has been produced in line with the District Council’s own policy which places an emphasis on health, happiness and well-being, setting out procedures for reporting sickness absence and for the management of sickness absence in a fair and consistent way.

Delegation was given to Cllr Arthurs and Cllr Jackson to further refine the policy and bring back to Council for adoption in September.

15/135 WESTCLYST PRIMARY SCHOOL - MEMORANDUM OF UNDERSTANDING

Cllr Pepper reiterated his pecuniary interest, confirmed his dispensation and took no part in the vote on this item.

The notes from a meeting regarding the provision of a 420 place primary school, community sports pitch and public play area at old Park Farm Phase 1 were received

A draft MoU between the Multi Academy Trust (MAT) / Broadclyst Community Primary School and Broadclyst Parish Council with regard to the ‘sharing’ of public community facilities at Westclyst, specifically the sports pitch which is proposed to be provided adjacent to the new Primary school, was received. Options for ownership and maintenance were discussed.

Resolved:

To resolve to enter a formal MOU which will set out terms of use for the sports pitch, its maintenance and administration procedure.

15/136 PLANNING

a. **The following was noted:**

i. **Planning decisions made in July 15:**

15/0453/FUL	Land Adjoining 70 Park Lane Exeter	Construction of detached dwelling	Approved
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15/0737/LBC	Haglis Cottage Budlake	Internal and external alterations	Approved
15/1047/VAR	Echoes Childcare Signal House Broadclyst Station	Variation of condition 5 of application 14/0100/FUL to increase the number of children accommodated from 45 to 65 per day	Approved
15/1160/PDQ	Barns 1 & 2 The Arlington Hele	Prior approval for conversion of agricultural buildings to 2 dwellings and associated operational development	Refused

ii. **Appeal decisions July 15:**

The following appeal decision announced in July 2015 was noted.

14/00073/HH	34 Parkside Road Exeter EX1 3TN	Construction of hip to gable roof extensions and front dormer window and roof light	Dismissed
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iii. **Comment from Planning Committee meeting**

It was noted that Broadclyst Parish Council submitted a comment to the Local Planning Authority following its public meeting on Monday 6th July 2015. The comments have been uploaded to the Parish website; a hard copy is available on request to the Clerk.

b. To discuss the following planning applications validated in June 15

15/1406/FUL	36 Parkside Road Exeter EX1 3TN	Construction of single storey rear extension and raising of roof including 2no. dormer windows to front elevations (amendments to planning permission 12/0161/FUL) SUPPORTED
15/1515/MRES	Land At Tithebarn Lane, Blackhorse Lane Link Rd Northern Phase	Construction of northern phase of Link Road, from north entrance to Science Park to proposed northern development access junction, together with associated infrastructure and landscaping (Reserved Matters application in pursuance of outline planning permission ref:12/1291/MOUT) SUPPORTED
15/1558/FUL	Sunnymeade annexe Pinhoe Exeter EX1 3TS	Retention of residential use of annex in association with kennel business. SUPPORTED
15/1487/COU	Skypark Energy Centre Clyst Honiton Exeter EX5	Change of use of land for siting of a solar thermal array to supply low carbon heat to the energy centre and connected district heating system, together with a

	2DX	pipeline and associated equipment. Temporary until end of May 2017. SUPPORTED
15/1160/PDQ	Barns 1 & 2 The Arlington Hele	To receive a report from the Clerk following a meeting about this application. Noted

15/137 CORRESPONDENCE

- i. The correspondence list was received.
- ii. There was a request from the street naming dept. at EDDC with reference to the new Tithebarn link road which is to be called Tithebarn Lane.
The proposal from EDDC was to rename the old part of Tithebarn Lane “Old Tithebarn Lane”. Council was in agreement and so it was RESOLVED.

15/138 AGENDA 7 SEPTEMBER 2015

Agenda Items for 7th September 2015 to include adoption of the further revised absence management policy.

15/139 CLOSE OF MEETING

The meeting closed at 22:30hrs

Signed:.....

Position:.....

Date of ratification:.....

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