

**Issue date: Tuesday 27<sup>th</sup> February 2018**

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Mrs. Angie Hurren

Parish Clerk



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**To: Broadclyst Parish Council Members  
For Information: District and County Ward  
Members, Press and Public.**

### **Broadclyst Parish Council Ordinary meeting**

#### **Press and Public are welcome to attend.**

There is 1 item for discussion under part B (exclusion of press and public) on this agenda.

Members of public are reminded that their attendance at this meeting is a matter of public record.

You are hereby summonsed to an Ordinary Council meeting of Broadclyst Parish Council which will be held on **Monday 5th March 2018 at 19:00hrs** in the **Green Room, Victory Hall, Broadclyst EX5 3EE** for the purpose of transacting the following business:

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## **AGENDA**

### **18/36 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.

### **18/37 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.

### **18/38 MINUTES**

To receive and resolve to approve as a correct record the minutes of the following meetings: Full Council 5<sup>th</sup> February 2018; Staffing Committee 12<sup>th</sup> February 2018.

***Standing Orders will be suspended:***

### **18/39 COMMUNITY ENGAGEMENT – PINN COURT CARE HOME**

To receive a presentation from Rob Needham (Redland Care) and James Gant (Cinnamon) on the forthcoming planning application for a Care Home at Pinn Court (Bloor Homes strategic site at Westclyst).

### **18/40 DISTRICT COUNCIL REPORTS**

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

### **18/41 COUNTY REPORTS**

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

### **18/42 NATIONAL TRUST REPORT**

To receive a report from the National Trust

### **18/43 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***

## 18/44 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.

## 18/45 COUNCIL REPORTS

### i. Clerks report

To receive the Clerks Reports for February 2018 and to resolve any recommendations contained within.

### ii. Pavilions report

To receive a report from the Pavilions Administrator

### iii. Football report

To receive a report detailing costings for the Broadclyst Football teams.

## 18/46 NEIGHBOURHOOD PLAN

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

## 18/47 FINANCE

### i. Bank Reconciliation

To receive and resolve to approve the Bank Reconciliations to 31<sup>st</sup> January 2018

### ii. Financial Statement

To receive and resolve to approve the financial statement and balance sheet to 31<sup>st</sup> January 2018

### iii. Payment Schedule

To resolve to approve the list of payments for February 2018

### iv. VAT

To note that a claim for the third quarter of 2017/18 has been submitted to HMRC.

### v. CCLA

To resolve to deposit the initial sum of £25,000 (of reserves) into a Public Sector Deposit Fund with CCLA, giving Council a safe alternative to a bank account with a higher interest rate than it currently receives.

## 18/48 PLANNING

### i. Recent decisions February 2018

| Application ref: | Location:                                                 | Proposal:                                                                                                                                                  | Outcome: |
|------------------|-----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 17/2792/FUL      | 2 Acland Road<br>Broadclyst EX5 3HF                       | <a href="#">Construction of single storey living room extension</a>                                                                                        | Approval |
| 17/2523/COU      | 2 Railway Terrace<br>Broadclyst Station<br>Exeter EX5 3AX | <a href="#">Change of use from residential (C3 Use) to mixed residential (C3 Use) and child care nursery (D1 Use) (retrospective planning application)</a> | Refused  |

### ii. Appeal decisions February 2018:

To note there have been no appeal decisions announced in February 2018

### iii. Validated applications:

To discuss validated planning applications received for consultation. (NB: Planning applications received after publication of this agenda may also be considered)

| Application ref: | Location:                                                                    | Proposal:                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------|------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 18/0382/MRES     | Redhayes (Parcel 6)<br>North Of Blackhorse Lane Broadclyst                   | <a href="#">Reserved matters application (access, appearance, landscaping, layout and scale) for the construction of 79 dwellings, (including affordable housing, landscaping and associated infrastructure) pursuant to outline planning permission reference 12/1291/MOUT (phase 6). The partial discharge of conditions 1, 4, 5, 7, 9, 13, 17, 19, and 20 of application 12/1291/MOUT relating to phase 6</a> |
| 18/0360/FUL      | Victory Hall Broadclyst<br>Exeter EX5 3EE                                    | <a href="#">Enlargement of existing window opening with provision of new doors and window panes in opening, removal of existing concrete landing and step and replacement with new, removal of existing timber double doors and infilling existing opening with matching brickwork</a>                                                                                                                           |
| 18/0403/FUL      | Broadclyst Community Primary School<br>School Lane Broadclyst Exeter EX5 3JG | <a href="#">Erection of temporary classroom, WCs and canteen</a>                                                                                                                                                                                                                                                                                                                                                 |
| 18/0407/FUL      | 9 Maple Road Broadclyst<br>Exeter EX5 3ND                                    | <a href="#">First floor extension above existing garage</a>                                                                                                                                                                                                                                                                                                                                                      |

### 18/49 CORRESPONDENCE

- To receive the correspondence list for the month.
- To resolve to action any matters arising from the correspondence list as appropriate.

### 18/50 FORTHCOMING MEETINGS

- To note Agenda Items for the full Council next meeting on 3<sup>rd</sup> April and to set the date for the Annual Parish meeting
- To set Council's meeting dates for the 2018/19 year.

### 18/51 EXCLUSION OF PRESS AND PUBLIC

Due to the sensitive and contractual natures of the following items the Chairman will propose to exclude the press and public from the remainder of the meeting on the basis of Section 1 paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960, which stipulates that a council may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential natures of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings.

**18/52 STAFFING**

To resolve to employ Mrs Natasha Curwood as full time Deputy Clerk (trainee) as per the recommendation of the Staffing Committee (Minute ref S18/03iii)

**18/53 AWARD OF TENDERS**

To receive a report evaluating tenders for grounds maintenance

To resolve to award contracts as per the weighting and recommendations contained within.

**18/54 COUNCIL ACCOMMODATION**

To receive a report detailing to cost impact of moving to a larger unit within the same office block

**18/55 CLOSE OF MEETING**

To close the meeting

Dated this 27<sup>th</sup> February 2018

*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 office in advance on 01392 360269

### **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.