

**Issue date: Tuesday 28<sup>th</sup> April 2020**

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Mrs. Angie Hurren

Parish Clerk



Broadclyst Parish Council  
GROWING OUR COMMUNITY

19, New Buildings

Broadclyst

Exeter

EX5 3EX

[www.broadclyst.org](http://www.broadclyst.org)

**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 are no items 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 virtually via Microsoft Teams at [Join Microsoft Teams Meeting](#) (Ctrl+click to follow the link) for the purpose of transacting the following business:

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## **AGENDA**

### **20/052 RECORD OF VIRTUAL ATTENDANCE**

**Present:** to record Members present and the method / platform by which they are attending

**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.

### **20/053 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.

### **20/054 GOVERNANCE**

- i. **Standing Orders:** to receive and consider amended Standing Orders to incorporate temporary legislation as enacted by The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 as a response to the Covid-19 pandemic.
- ii. **Virtual meeting policy:** to receive and consider a 'Virtual meeting' policy which contains guidance for attending remote meetings.

### **20/055 MINUTES**

To receive, and resolve to approve as a correct record, the draft minutes of the Full Council meeting on 2 March 2020 and Finance and Governance Committee Meeting on 17<sup>th</sup> March 2020.

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

### **20/056 COUNTY AND DISTRICT COUNCIL WARD MEMBERS**

#### **Broadclyst County Division Members**

To consider matters for / from County Division Members Cllrs Bloxham and Randall-Johnson

#### **Broadclyst District Ward Members**

To consider matters for / from District Ward Members Cllr Pepper, Rylance and Chamberlain

### **20/057 PUBLIC QUESTIONS**

To consider requests from members of the public to make representations, answer questions or give evidence in respect of Council business under Standing Orders. (The Chairman reserves the right to restrict this item to no longer than 15 minutes, with a maximum of 3

minutes per item). Please see notes on public speaking during virtual meetings on the last page of this agenda.

***The meeting will reconvene under Standing Orders***

**20/058 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.

**20/059 COUNCIL REPORTS**

**i. Clerks report**

To receive the Clerks Report for April 2020 and to resolve any recommendations contained within.

**ii. Delegated decisions:** to receive the record of decisions made by Officers under delegation during the Covid-19 pandemic.

**iii. Pavilions report**

There is no separate report from the Pavilions Administrator as it has been closed since 23<sup>rd</sup> March 2020 under government regulations in relation to the Covid-19 pandemic.

**iv. Neighbourhood Plan report**

To note that the Neighbourhood Plan Officer is working remotely with a team of volunteer proof-readers. They are drawing up draft policies. There is no separate report this month.

**20/060 FINANCE:**

- i. To receive the Council's unaudited accounts for 2019/20, presented for approval;
- ii. To receive a Community Grant application from the Broadclyst Fund;
- iii. To consider and resolve to approve the list of payments for March 2020.

**20/061 PLANNING**

**i. Recent decisions April 2020**

The following recent decisions have been announced at the time of publishing this agenda.

| <b>Application ref:</b> | <b>Location:</b>                                                  | <b>Proposal:</b>                                                                                 | <b>Decision</b>          |
|-------------------------|-------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|--------------------------|
| 20/0206/OUT             | 2 Brockhill Lodge<br>Station Road<br>Broadclyst<br>Exeter EX5 3AR | Construction of detached 4-bedroom dwelling (outline application with all matters reserved).     | Refused                  |
| 20/0442/FUL             | Killerton House<br>Killerton Exeter<br>EX5 3LE                    | Installation of 3 EV Charging Points in the car park and retention of the visitor welcome kiosk. | Approval with conditions |
| 20/0362/FUL             | 22 West Clyst<br>Exeter EX1 3TL                                   | Construction of detached garage/workshop.                                                        | Approval                 |

**ii. Appeal decisions April 2020:**

To note there have been 0 appeal decisions announced in April 2020.

**iii. Validated applications for consideration:**

The Council has not received any planning applications for consultation.

(NB: Planning applications received after publication of this agenda may be considered)

**20/062 CORRESPONDENCE**

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

**20/063 FUTURE AGENDA ITEMS**

To receive requests for agenda items for consideration by the Council.

**20/064 DATES OF FORTHCOMING MEETINGS**

To agree a revised schedule of meetings for publication on the District Council's website.

**20/065 TO CLOSE THE MEETING**

Dated this 28<sup>th</sup> April 2020

*Angie Hurren*

**Broadclyst Parish Council Clerk**

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

### **Public speaking during virtual meetings**

Members of the public are welcome to virtually 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. You can join the meeting as a guest by clicking the “Join Microsoft Teams Meeting” link at the top of this agenda.

The Chairman will suspend standing orders and invite questions from members of the Press and Public on items contained within this Agenda. Your microphone will be unmuted when it is your turn to speak, and you will then be able to speak on that matter only. You can use the chat function to indicate that you wish to ask a question.

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; 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.

### **Inclusivity**

We appreciate virtual meetings are not easy for everybody to attend. Should you have any special needs or require any reasonable adjustments to help you to make individual contributions, please contact the office in advance on 01392 360269. You may submit questions in advance of the meeting by phone or by emailing [clerk@broadclyst.org](mailto:clerk@broadclyst.org)

### **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.