

Issue date: Tuesday 12th January 2021

Contact number: 01392 360269

E-mail: clerk@broadclyst.org

Mrs. Angie Hurren

Parish Clerk



19, New Buildings

Broadclyst

Exeter

EX5 3EX

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 0 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 on **Monday 18th January 2021 at 19:00hrs** which will be held virtually via Microsoft Teams

[Click here to join the meeting](#) (Ctrl+click to follow the link)

for the purpose of transacting the following business:

AGENDA

21/001 MEMBERS	2
21/002 DISCLOSABLE PECUNIARY INTEREST	2
21/003 MINUTES	2
21/004 WARD MEMBERS	2
Broadclyst County Division Members	2
Broadclyst District Ward Members	2
21/005 PUBLIC QUESTIONS	2
21/006 ACCEPTANCE OF REPORTS	2
21/007 COUNCIL REPORTS	2
i. Deputy Clerks report	2
ii. Clerks / Food Bank report	2
iii. Neighbourhood Plan Officer report	3
21/008 FINANCE:	3
21/009 GOVERNANCE	3
21/010 BUDGET 2021/22	3
21/011 PRECEPT 2021/22	3
21/012 PLANNING	3
Recent decisions December 2020	3
Appeal decisions December 2020:	3
Validated applications for consideration:	3
21/013 Councillors Motion – Cllr Liz Straw - Review of Dog Fouling Campaign	4
21/014 Councillors Motion – Cllr Liz Straw – Broadclyst Food Bank	4
21/015 CORRESPONDENCE	5
20/016 FUTURE AGENDA ITEMS	5
20/017 TO CLOSE THE MEETING	5

AGENDA

21/001 MEMBERS

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

21/002 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.

21/003 MINUTES

To receive, and resolve to approve as a correct record, the draft minutes of the Full Council meetings 7th December 2020.

Standing Orders will be suspended:

21/004 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

21/005 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

21/006 ACCEPTANCE OF REPORTS

To accept reports received from stakeholders and to consider any actions arising from any of the public/stakeholder reports received this evening accordingly.

21/007 COUNCIL REPORTS

i. Deputy Clerks report

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

ii. Clerks / Food Bank report

To receive the Clerks Report, incorporating the Food Bank report, and to resolve any recommendations contained within.

iii. Neighbourhood Plan Officer report

To receive a report from the Neighbourhood Plan Officer

21/008 FINANCE:

- i. To receive the draft Minutes from the Finance Committee meetings on 19th and 26th November 2020 by way of a report to Council.
- ii. To receive the draft Minutes from the Staffing Committee meeting on 17th December 2020 which makes Budget recommendations for 21/22
- iii. To note third quarter accounts will be presented to the Finance Committee 28th January 2021
- iv. To consider and resolve to approve the list of payments for December 2020.

21/009 GOVERNANCE

To receive and agree a draft Reserves Policy.

21/010 BUDGET 2021/22

To receive and agree the Councils final operational budget for 2021/22.

21/011 PRECEPT 2021/22

To resolve to set the Parish Precept for 2021/22

21/012 PLANNING

Recent decisions December 2020

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

Application ref:	Location:	Proposal:	Decision
20/2411/FUL	The Antique Village Hele Exeter EX5 4PW	New industrial building (18.3m x 24.4m) for the storage and restoration of vintage steam related items	Approval with conditions
20/2038/FUL	Little Loxbrook Farm Broadclyst Exeter EX5 3BN	Erection of 6 stables and a horse walker, incorporating the provision of a new soakaway	Approval with conditions
20/1816/FUL	Cubby Close Cottage Hele Exeter EX5 4PY	Heat pump for additional source of energy to the current oil-fired boiler	Approval - standard time limit

Appeal decisions December 2020:

To note there have been 0 appeal decisions announced since the last meeting.

Validated applications for consideration:

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

Application ref:	Location:	Proposal:	Date
20/2787/FUL	Land Adjacent Ada Lovelace Building Upper Richardson Science Park Clyst Honiton Exeter Devon	Construction of 3no. disabled parking spaces	Mon 01 Feb 2021
20/2820/FUL	1 Heath Cottages Broadclyst Exeter EX5 3GZ	Construction of two storey rear extension with balcony	Wed 20 Jan 2021
20/2848/ADV	Alexander House Hawkins Road Exeter Devon EX1 3UW	1 No. fascia sign within brick plinth.	Fri 29 Jan 2021
20/1018/FUL (Amended)	Broadclyst Water Tower Broadclyst	Alterations to bank to create visibility splay to the south of the existing vehicular access	Friday 22 Jan 2021

21/013 Councillors Motion – Cllr Liz Straw - Review of Dog Fouling Campaign

Following resolution 20/130 the 'Dog Fouling Team' have made significant progress in highlighting the issue of dog mess on the playing field, although there are still a number of persistent offenders. In light of the persistence of some offenders the council now moves to act on the resolution 20/130 and start the process of "enforcement of keeping dogs on leads" as minuted.

The paper referred to in the resolution contained the following recommendations:

"Based on the Public Spaces Protection Order 2020 [...] In January 2021 to run a publicity campaign around the keeping dogs on leads on Broadclyst play fields"

The original resolution included this action (of enforcement) specifically to allow the council to act during the 6-month period under standing orders where the subject could not be debated again.

21/014 Councillors Motion – Cllr Liz Straw – Broadclyst Food Bank

"This council resolves to extend its thanks and gratitude to the Clerk, Deputy Clerk and all the food bank volunteers for all their hard work and dedication to the people in the parish, and beyond, in providing support and help in these difficult times.

To reduce the ongoing burden of running the food bank on staff and release them back to their normal council duties the Parish Council resolves to set up a Task and Finish group made up of councillors from Broadclyst and surrounding parishes, Exeter food bank, and members of the public. The TAF would have the aim of establishing a volunteer management and operations committee, under the supervision/in partnership with the Exeter based Trussell Trust Food Bank, to take over all aspects of the work."

21/015 CORRESPONDENCE

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

20/016 FUTURE AGENDA ITEMS

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

20/017 TO CLOSE THE MEETING

Dated this 12th January 2021

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

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.