

Agenda issue date: Tuesday 7 April 2026
Meeting date: Monday 13th April 2026
Meeting time: commences 19:00hrs
Meeting venue: Westclyst Primary School, Maddick Road,
Westclyst EX1 3YG
Agenda issued by: Angie Hurren, Clerk and RFO
Signed: *Angie Hurren*



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

19, New Buildings
Broadclyst
Exeter
EX5 3EX
www.broadclyst.org

Broadclyst Parish Council Ordinary Meeting of the Council

Public Notice of meeting: Press and Public are welcome to attend.

There are two items for discussion that meet criteria for the 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.

Virtual attendance for members of public is possible via this Teams link

<https://teams.microsoft.com/meet/392155499967825?p=ua5VR2L4pMqLJSUCXt>

Councillor summons: You are hereby summonsed to an Ordinary meeting of the Broadclyst Parish Council on **Monday 13th April 2026 at 19:00hrs** at Westclyst Primary School, Maddick Road, Westclyst EX1 3YG for the purpose of transacting the following business:

INDEX

26/039 Open Meeting; Members Attendance	2
26/040 Disclosable Pecuniary Interest	2
26/041 Minutes	2
26/042 Collaborative Partners	2
26/043 Ward Members Reports	2
i. Broadclyst County Division Members	2
ii. Broadclyst District Ward Members	2
26/044 Public Questions	2
26/045 Acceptance of Reports	2
26/046 Council Officers Reports	2
26/047 Finance and Governance	3
26/048 YMCA SLA review	3
26/049 Planning & Environment	3
i. Draft Minutes	3
ii. Enforcements / Appeals record.	3
iii. Recent decisions	3
iv. Planning applications.	3
26/050 Correspondence	3
26/051 Future Agenda Items	4
26/052 confidential Items	4
26/053 Legal Advice	4
26/054 Bench quotes	4
26/055 To Close The Meeting	4

AGENDA

26/039 OPEN MEETING; MEMBERS ATTENDANCE

- i. The Chair to open the meeting. Where the Chair is not present, the Vice Chair will act.
- ii. **Attendance:** to record Members present.
- iii. **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 in advance 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.

26/040 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.

26/041 MINUTES

- i. To receive, and resolve to approve as a correct record, the draft minutes of the Ordinary Council meeting on Monday 2nd March 2026
- ii. To receive the Minutes of Communications Committee meetings on 07 May 25, 18 July 25, and 17 Oct 25, and draft Minutes from 16 Jan 26 as a report.

26/042 COLLABORATIVE PARTNERS

- i. Devon Air Ambulance

To receive an update from DAA regarding the new Headquarters and Airbase project

- ii. National Trust Update

To receive an estate update from Emma Smith, Killerton Community and Participation Manager.

26/043 WARD MEMBERS REPORTS

- i. **Broadclyst County Division Members**

To consider matters for/from County Division Members Cllr Henry Gent and Cllr Nat Vanstone.

- ii. **Broadclyst District Ward Members**

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

26/044 PUBLIC QUESTIONS

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda, in accordance with Standing Orders 3e-k. The Chair 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 meetings on the last page of this agenda.

26/045 ACCEPTANCE OF REPORTS

To accept reports received from Elected Members and stakeholders and to consider / resolve any actions arising from any of the reports accordingly.

26/046 COUNCIL OFFICERS REPORTS

To receive a report(s) from Officers, and to resolve any recommendations contained within.

26/047 FINANCE AND GOVERNANCE

- i. **Minutes**
To receive draft Minutes from Finance Committee Meeting on 9th March and 23rd March 2026 as a report.
- ii. **Payment Schedule.**
To receive and resolve to approve the payment schedule for March 2026.
- iii. **Internal Audit Governance Report**
To receive for approval the Internal Audit report from Griffins Accountants following their visit on 03 March 2026.
- iv. **Community Grant policy**
Further to the council's community grant policy review in December 25, to confirm the addition of 5.1 regarding repeat applications from 01.04.2026.
- v. **Community grant application**
To receive an application from Broadclyst Football Club for £2,000 to align the Club with new requirements for U6 and U7 football.
- vi. **Community grant application**
To receive an application from Tithebarn Titans Football Club for £2,000 to align the Club with new requirements for U6 and U7 football.
- vii. **Draft Schedule of Meetings**
To receive for approval a draft schedule of meetings for the next council year.

26/048 YMCA SLA REVIEW

To receive a year-end review of the Service-Level agreement with the YMCA for youth work in Broadclyst parish.

26/049 PLANNING & ENVIRONMENT

- i. **Draft Minutes**
To receive draft Minutes from the Planning and Environment Committee meeting on 17th March 2026 as a report.
- ii. **Enforcements / Appeals record.**
Appeal notice ref 6003339 (Mosshayne Farm Partnership)
- iii. **Recent decisions**
To receive a report on recent decisions in March 2026
- iv. **Planning applications.**
To consider planning applications in Broadclyst Parish that have been published for consultation and to agree the Council's response in line with the Broadclyst Neighbourhood Plan.

[26/0529/AGR](#) Land To The East Of Elbury Farm Broadclyst EX5 3BH. Prior notification of the formation of private ways on land used for forestry.

[26/0489/AGR](#) Jarvishayes Farm Broadclyst Exeter EX5 3AD Construction of a new silage pit.

[26/0632/AGR](#) Sprydun Budlake Exeter EX5 3JN Formation of ways for forestry

[24/2372/MRES](#) Land North Of Old Tithebarn Lane (Pavilions and pitches amendments)

26/050 CORRESPONDENCE

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

26/051 FUTURE AGENDA ITEMS

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

(NB. Council's adopted Standing Orders state that written notice [of motions must be with] the Proper Officer at least 10 clear days before the meeting. Clear days do not include the day of the notice or the day of the meeting).

26/052 CONFIDENTIAL ITEMS

To resolve that in accordance with the provision of Schedule 12A of the Local Government Act 1972, the Public Bodies (Admission to Meetings) Act 1960, and Broadclyst Parish Council's Standing Orders, press and public be excluded from the meeting for the following two items of business on the grounds that they involve the likely disclosure of exempt information, namely:

- (i) information relating to a particular individual, and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings (Schedule 12A, paras 1 and 5) and
- (ii) information relating to the financial or business affairs of persons other than the Council, disclosure of which would or would be likely to prejudice those affairs (Schedule 12A, para 3).

Members of press and public will be asked to leave the meeting at this point; the virtual link will end.

26/053 LEGAL ADVICE

To receive a confidential report from the Clerk and to consider the Council's position in respect of a correspondence matter on which legal advice has been obtained.

26/054 BENCH QUOTES

Further to agenda item 26_046 regarding benches at the BMX track, to receive quotes for new benches.

26/055 TO CLOSE THE MEETING

To close the meeting.

Dated this 07.04.2026

Angie Hurren

Broadclyst Parish Council Clerk & RFO

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

Public speaking during council meetings

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 invite questions from members of the Press and Public on items contained within this Agenda in accordance with Standing Orders 3e-k.

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 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.