

Mrs Angie Hurren, BEM, BA, FSLCC.
Broadclyst Parish Clerk & RFO

Broadclyst Parish Council
19 New Buildings
Broadclyst
Exeter
EX5 3EX

Agenda issue date: Tuesday 26th May 2026

Meeting date: Monday 1st June 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*



Broadclyst Parish Council
GROWING OUR COMMUNITY

To: Broadclyst Parish Council Members.

For Information: District and County Ward Members, Press and Public.

Broadclyst Parish Council Ordinary Meeting of the Council

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

There is one item 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.

Councillor summons: You are hereby summonsed to an Ordinary meeting of the Broadclyst Parish Council on **Monday 1st June 2026 at 19:00hrs** at Westclyst Primary School, Maddick Road, Westclyst EX1 3YG for the purpose of transacting the following business:

INDEX

26/071 Open Meeting; Members Attendance	2
26/072 Disclosable Pecuniary Interest	2
26/073 Minutes	2
26/074 Collaborative Partners	2
26/075 Ward Members Reports	2
i. Broadclyst County Division Members	2
i. Broadclyst District Ward Members	2
26/076 Public Questions	2
26/077 Acceptance of Reports	2
26/078 Council Officers Reports	3
26/079 Finance and Governance	3
26/080 Planning	3
i. Draft Minutes	3
ii. Recent decisions May 2026	3
iii. Appeal decisions May 2026:	3
iv. Planning applications for consultation	3
26/081 Correspondence	3
26/082 Future Agenda Items	3
26/083 confidential Items	3
26/084 Legal Advice	4
25/085 To Close The Meeting	4

AGENDA

26/071 OPEN MEETING; MEMBERS ATTENDANCE

- i. **Present:** to record Members present
- ii. **Apologies:** to record Members 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.

26/072 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.

26/073 MINUTES

To receive, and resolve to approve as a correct record, the draft minutes of the Annual Full Council meeting on 11th May 2026.

26/074 COLLABORATIVE PARTNERS

i. National Trust Update

To receive an estate update from Killerton.

ii. Tithebarn Event group

To receive an update in relation to the Tithebarn summer event (in relation to agenda item 26/079iii)

26/075 WARD MEMBERS REPORTS

NB: to maximise Parish Council meeting time and improve transparency, County and District Members are invited to submit a written report no less than one week in advance of the next Parish Council meeting. The report will be circulated with the document pack which is published on the council website.

i. Broadclyst County Division Members

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

i. Broadclyst District Ward Members

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

26/076 PUBLIC QUESTIONS

To consider requests from members of the public to make representations, answer questions or give evidence in respect of Council business on this agenda 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 council meetings on the last page of this agenda.

26/077 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.

26/078 COUNCIL OFFICERS REPORTS

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

26/079 FINANCE AND GOVERNANCE

- i. **2025/26 Accounts**
To receive and resolve to approve the unaudited accounts for 2025/26 (NB, these informed the Council Accounting Statement for the AGAR (Min Ref 26/061ii)
- ii. **Payment Schedule.**
To receive and resolve to approve the payment schedule for May 2026 (NB due to the date of the meeting, this will be tabled on the night).
- iii. **Events 2026 budget apportionment**
To receive a report with recommendations from the RFO regarding the apportionment of the Community Events budget.
- iv. **YMCA Annual Report**
To receive the annual report from the YMCA. It is recommended that the Finance & Governance Committee review this report and the SLA monitoring report together, with a view to begin consideration for youth provision in the parish from 1 April 2027.

26/080 PLANNING

- i. **Draft Minutes**
To receive draft Minutes from the Planning and Environment Committee meeting on 19th May 2026 as a report.
- ii. **Recent decisions May 2026**
Recent decisions in May 2026 are listed in a report in the meeting documents file.
- iii. **Appeal decisions May 2026:**
To note, there have been 0 appeal decisions announced since the last meeting.
- iv. **Planning applications for consultation**
 1. [26/0747/FUL](#) Holly Lodge Clyst Honiton Exeter EX5 2DY. Division of existing detached dwelling to form a pair of semi-detached dwellings, with no operational development
 2. [26/0210/FUL](#) DS Smith Paper Ltd Former Mill Hele EX5 4PX. Proposed new car park with 77no. car parking spaces which includes 5no. disabled spaces and 4no. EV charging bays; formation of new vehicular and pedestrian access and landscaping works. 8no. cycle spaces and amenities including space for both mobile WCs and mobile refreshment vehicle; current car park to be restored to grassland, new path to connect new car park to pedestrian gate

26/081 CORRESPONDENCE

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

26/082 FUTURE AGENDA ITEMS

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

NB: councillors may submit agenda items in writing to the clerk for consideration for inclusion on future council / committee agendas at any time. No less than two weeks' notice is required for inclusion on the next meeting agenda.

26/083 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 item 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

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

26/084 LEGAL ADVICE

To receive an update in respect of a correspondence matter on which legal advice has been obtained.

25/085 TO CLOSE THE MEETING

**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 suspend standing orders and invite questions from members of the Press and Public on items contained within this Agenda.

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.