

FULL COUNCIL MEETING
(draft)Minutes

A meeting of **Broadclyst Parish Council** was held in the Green Room, Victory Hall, Broadclyst

Monday 3rd March 2014 at 7.00pm.

This meeting was open to Press and public.

The following business was transacted:

Present: Cllrs Gent, Jackson, Massey, Pepper(Chair), Rylance, Smith, Staddon, Wollacott

In attendance: Clerk, 1 member of public

14/37 APOLOGIES

Apologies for absence were received from Cllr Button

14/38 DISPENSATION

- a) It was resolved to accept a 6 month absence from Council by Cllr Alan Morshead due to work commitments. Proposed Cllr Rylance, seconded Cllr Jackson, all in favour
- b) The resignation of Cllr Harrow was noted and Council requested the Clerk on behalf of Council send a letter of thanks to him for all his hard work during his time with Council

14/39 DISCLOSABLE PECUNIARY INTEREST

There were no new declarations of interest not currently on Councillors' ROIs and no receipt of requests for new Disclosable Pecuniary Interest (DPI) dispensations on items on the Agenda was received.

14/40 MINUTES

It was resolved to accept the minutes of the Parish Council meeting held on 3 February 2014 as a correct record. Proposed by Cllr Gent, seconded Cllr Massey and unanimously accepted

Standing Orders were suspended:

14/41 POLICE REPORT

A Police report had been circulated and was available at the meeting.

14/42 DISTRICT AND COUNTY REPORTS

A written report had been circulated from District Ward member which was available at the meeting

14/43 NATIONAL TRUST REPORT

There was no representative from the National Trust at this month's meeting.

14/44 PUBLIC QUESTIONS

Cllr Gent asked for an update regarding car parking in the village. It was noted the main car park is still identified for transfer from EDDC to the Parish Council.

14/45 CRANBROOK REPORT

A report was tabled from Cllr Paul Smith on developments in Cranbrook. It was noted Broadclyst Parish Council is the current Parish Council for Cranbrook; this Council confirmed its intent to continue to support the emergence of the new community in whichever way it can, with Council continuing to maintain communications with any Officer, Body, Group or Individual in Cranbrook working to serve the community.

Parishioners at Cranbrook have raised Billing and supply issues to Council and a working party. Drop-in 'surgeries' which will be supported by Broadclyst Parish Council Officers are to be run at the Younghayes Centre to collate any issues for passing on to EoN. The Chairman expressed concerns as to the degree of problems experienced at Cranbrook with the District Heating system and billing. It was noted that under the Code of Conduct Council's internal emails are not for external circulation without a courtesy request to and the consent of the sender.

The meeting reconvened with Standing Orders

14/46 FINANCE.

- a) Balances were noted at 28th February 2014 as being;
Current A/C £9,445.80
General reserves £12,715.54
Buildings reserve £6248.42
Ear-marked reserves £5789.87
- b) **Cheque list**
It was resolved to approve the list of cheques raised for March 2014
It was noted an emergency repair is needed to the roof of the Clyst room. This will be a temporary repair costing £150 to simply make it weather proof. This has been agreed with the Contractor by the Chairman as an emergency measure.
- c) It was resolved to approve the forward works identified by the Clerk/RFO. Proposed Cllr Jackson, seconded Cllr Staddon, all in favour.
- d) IT requirements for the Assistant Clerk were discussed
It was proposed to buy a new laptop for the editor of the Broadsheet, with the Assistant Clerk having the RFO laptop. Limit £400.
The finance committee was delegated the authority to source a phone for the Assistant Clerk.
- e) It was resolve to submit a Parish Together Fund Application to provide the Cranbrook Community Forum with a laptop and to set up a Community fund for Cranbrook, which has been requested to be Administered by Broadclyst Parish Council until March 2015.
Proposed Cllr Massey, seconded Cllr Jackson, Cllr Smith abstained. Majority vote.
- f) It was resolved to submit a Parish Together Fund Application for equipment at the Younghayes Centre. Cllr Wollacott proposed, Cllr Gent seconded, unanimously supported. Delegated powers were given to the Clerk to progress both Parish Together Fund applications.

14/47 PLANNING

- a) It was noted Council's comment has been submitted to EDDC in accordance with the decisions made at the Planning Committee meeting which was held on 12th February 2014

b) The following applications were discussed:

- i. 14/0259/VAR Sandercroft Solar (Variation to conditions to allow revised Flood Risk Assessment and revised drainage layout)
SUPPORTED
- ii. 14/0389/FUL 17 Parkside Road (Raising of roof for loft conversion and dormer windows)
This is a major loft conversion and will change the overall appearance of the property, however there have been a wide variety of alterations to many of the properties in the area.
Vote: 5 in favour, 1 abstention. SUPPORTED.
- iii. 13/0845/FUL Swallows Barn, Sandy Lane. (Amendments relating to retention of tress on western boundary (with Meadow View) and Arboricultural report.)
SUPPORTED
- iv. 14/0100/Ful Hungry Fox (Amendments relating to Additional information showing parking layout)
It would seem that with regard one of our original comments the lack of adequate car parking has been addressed somewhat, however although increased provision has been put in place it has created a new danger issue, with relation to a regularly-used access road running between the site of the proposed car park and the property. Council feels given the nature of the proposed business, which generates a higher level of traffic movements per day than an office would, the use of the area opposite for car parking is unsuitable as it would put young children, staff and parents in a potentially dangerous position.
It was concluded that for this reason we are still UNABLE TO SUPPORT this application.
- v. DCC/3641/2014 Proposed waste water transfer pumping station at Land adjacent to the River Clyst, Clyst Honiton, EX5 2NJ
SUPPORTED but with a condition requested to include mitigation planting scheme
- vi. 13/0001/MOUT Old Park Farm Phase 2, Section 106 Heads of Terms revision
Our original objection still stands. NOT SUPPORTED until adequate infrastructure is identified.
- vii. 14/0477/FUL Bouchers Cottages, Broadclyst
SUPPORTED

14/48 NEIGHBOURHOOD PLAN

Steering Group now working on beginning to compile the evidence base and aiming to prepare a few slides and some information for the Launch Event at the APM.

14/49 CLERKS REPORTS

The Clerks Report was received and the following actions were resolved:

- 5 x 1 tonne dumpy bags to be purchased for refilling sand bags, so a stock can be available
- Filling 'party' to be arranged
- Delegated powers to the Clerk to progress PTF bids

14/50 POLICIES

The following policies were approved and adopted: Training Policy, Record Management Policy, Media Communications Policy, CCTV Policy, Complaints.

14/51 CORRESPONDENCE

There are several 'Tough Choice' public consultations currently underway <http://www.toughchoices.co.uk/> It should be encouraged to retain services as far as possible, merging provision from the County and Voluntary sectors. Despite publishing these consultations on both the parish website and Facebook page, there has been no feedback from parishioners to guide Council as to how to respond, therefore it was decided it is not within the remit of the Parish Council to compose a response to the consultation when it has no way of knowing the thoughts of its parishioners. Individuals are encouraged to make their own responses to each consultation as they see fit.

14/52 AGENDA 3 MAR 14

The following Agenda Items for 7th April 2014 were noted:

APM

Traffic group report

Follow up on Play area and St Martins School playing fields drainage

The Chairman proposed that the meeting went into Part B session to discuss matters of a confidential nature. The press and public were asked to withdraw from the meeting at this point due to the nature of the business to be transacted.

14/53 STAFFING

Interviews for the post of the an Assistant Clerk will be held this week.

It was agreed the Clerk can carry over unused holiday into the following financial year.

14/54 CLOSE OF MEETING

The meeting closed at 21:15hrs

Date adopted by Council

Signed

Print: Christopher Pepper (Chairman)