

Attendance list:**Chairman:** Cllr Pepper**Members Present:** Cllrs Baker, Bromley, Chamberlain,
Gent, Rylance, Waldron

In attendance: Clerk; Deputy Clerk

Members of Public: 3

Broadclyst Parish Council
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Broadclyst Parish Council Ordinary meeting**Press and Public were welcome to attend.**

There was 1 item 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.

There was an Ordinary Council meeting of Broadclyst Parish Council on **Monday 1st April 2019** at **19:00hrs** in the **Green Room, Victory hall, Broadclyst, EX5 3EE** for the purpose of transacting the following business:

MINUTES

19/49 MEMBERS APOLOGIES	81
19/50 DISCLOSABLE PECUNIARY INTEREST	81
19/51 MINUTES.....	81
19/52 COUNTY and DISTRICT COUNCIL REPORTS.....	81
19/53 NATIONAL TRUST REPORT.....	81
19/54 PUBLIC QUESTIONS	81
19/55 ACCEPTANCE OF REPORTS.....	81
19/56 COUNCIL REPORTS.....	82
i. Clerks report.....	82
ii. Pavilions report.....	83
iii. Neighbourhood Plan report.....	83
19/57 FINANCE	83
19/58 PLANNING.....	84
i. Recent decisions March 2019	84
ii. Appeal decisions MARCH 2019:.....	84
iii. Validated applications for consideration:.....	84
19/59 CORRESPONDENCE.....	86
19/60 TO CLOSE THE MEETING	86

MINUTES (Draft)

19/49 MEMBERS APOLOGIES

Apologies: Council resolved to accept apologies from Jackson, Lock, Massey, and Staddon.

19/50 DISCLOSABLE PECUNIARY INTEREST

The following interests were declared: Cllr Chamberlain in the Cranbrook DPD, as a property owner in the area; Cllr Gent with regard planning application at Tithebarn Lane; Cllr Pepper with regard planning application.

19/51 MINUTES

The Council received the draft minutes of the Full Council meeting on 4th March 2019 and extraordinary meeting on 12th March 2019.

RESOLUTION: It was proposed by Cllr Chamberlain to resolve to approve as a correct record; seconded Cllr Bromley and unanimously agreed.

Standing Orders were suspended:

19/52 COUNTY AND DISTRICT COUNCIL REPORTS

- i. There were no matters for / from County Division Members Cllr Bloxham and Randall-Johnson. It was noted that DCC is progressing Traffic Orders for Double Yellow Lines at Westclyst and on the B3181 by Broadclyst Primary School. DCC's criteria for yellow box junctions and residents parking (detail reported in 19/56i - Clerks report) were noted; the areas around the Primary School, Town End, Town Hill, Hellings Gardens, and Holly Close do not meet the criteria.
- ii. There were no matters for / from District Ward Members Cllr Pepper and Rylance; District Council Members are currently in purdah.

Cllr Gent joined the meeting

19/53 NATIONAL TRUST REPORT

There was no report from the National Trust; a Fun Day planning meeting is scheduled for later this month and Killerton's support is gratefully acknowledged.

19/54 PUBLIC QUESTIONS

A member of public asked if the Parish Council was aware of any proposals to relocate Exeter Services to a position north of the B3181 bridge over the M5. The Chairman responded that the Parish Council is not aware but will speak with DCC Members Bloxham and Randall-Johnson and report back at a future meeting.

The meeting reconvened under Standing Orders

19/55 ACCEPTANCE OF REPORTS

The Council agreed to accept reports received from stakeholders and instructed the Clerk to liaise with DCC Members for a response to the previous Minute.

19/56 COUNCIL REPORTS

i. Clerks report

The Council received the Clerks Report for March 2019 that contained the following recommendations:

Public Space Protection Order (PSPO) on Broadclyst Playing Fields:

- a. To note the current position has been clarified and differs to that which Broadclyst Parish Council requested and was verbally agreed at the time of the review;
- b. To work with EDDC to ensure correct signage is displayed;
- c. To inform members of the public of the PSPO review consultation once a date is known.

Public Toilets refurbishment

- d. That the Council notes the changes to proposals for the disabled toilet and that research for this work is ongoing to be sure the Council makes the right improvements to the facility.

Changes to grass-cutting contract

- e. That the Council notes the changes to the contract and associated benefit to local residents.

S106 Play Provision

- f. That the Council resolves to obtain the agreement of the National Trust to install toddler play equipment in the play area;
- g. That the Council resolves to use the 'Broadclyst' S106 money (£5,641.25) to purchase and install toddler play equipment in the play area;
- h. That the Council resolves to undertake the maintenance, inspection, and insurance of toddler play equipment for a minimal period of 10 years;
- i. That the Council clears the installation site in preparation for installation;
- j. Delegation to oversee the project to the Clerk, RoSPA-qualified handyman, and Broadclyst VIP's.

S106 Sports Provision

- k. That the Council resolves to run a Call for Sports Projects in 2019/20
- l. That the Council works with EDDC to assess eligibility and deliverability of the proposals.

S106 Open Space

- m. That the Open Space S106 money be utilised to provide an appropriate and sympathetic memorial space and commemorative plaque;
- n. That the wording be agreed, either as suggested above or amended;
- o. That the Council seeks quotes in accordance with its Financial Regulations (10.3; 11.1.h), with delegation to the Finance Committee to progress the project.

RESOLUTION: It was proposed by Cllr Waldron that the spending of S106 monies be progressed as outlined above; that Council undertakes the work/responsibilities as outlined above; and that delegation is agreed as stated. This proposal was seconded by Cllr Chamberlain and unanimously agreed by Members.

Broadclyst Fun Day

- p. That the Council accepts the quote for £1,287 for the hire of equipment (marquees, staging, tables/chairs/benches) for Fun Day on 22 June;
- q. That Sounds Events is added to Council's preferred supplier register.

RESOLUTION: It was proposed by Cllr Chamberlain to accept the above recommendations. This was seconded by Cllr Bromley and unanimously agreed.

ii. **Pavilions report**

The Council received a report from the Pavilions Administrator for March 2019 and noted the banking of £1,421.70 for March 2019.

iii. **Neighbourhood Plan report**

Council received a report/update for March 2019 from the Neighbourhood Plan Lead Officer which contained the following recommendations:

- a. To note the Clerk has accepted the price of the banners in line with the Council's Delegation Scheme (last updated August 2018, Minute ref 18/150iv)
- b. to engage a social media specialist to run the Broadclyst campaign;
- c. to agree that this work be exempted from the need for 3 quotes for the following reasons:
 - i. due to the robust work by Exmouth Town Council to assess quotes and to engage the recommended specialist;
 - ii. that the total price is under £1,000, in accordance with Financial Regulation 11 (h);
 - iii. due to the specialist nature of the work, in accordance with Financial Regulation 11 (a)(ii)

RESOLUTION: It was proposed by Cllr Chamberlain to accept the above recommendations. This was seconded by Cllr Bromley and unanimously agreed.

19/57 FINANCE

i. **Bank Reconciliation**

Council received the Bank Reconciliations to 28th February 2019: Account 1 £6,559.97; Account 2 £179,376.56. All councils accounts reconcile.

ii. **Financial Reporting**

The financial statement and balance sheet to 28th February 2019 were received.

Total income to 28.02.2019: £3372,219; Total Expenditure to 28.02.2019: £314,296.

Balance sheet figures

Current Assets: Debtors £555; VAT control A/c £1,852; BPC Account 1 £6,560; BPC Account 2 £179,377; Total £188,344.

Represented by: Current year fund £59,683; General reserve: £64,995; Earmarked reserves: £63,665 (Total £188,344 - rounded).

iii. **Payment Schedule**

The Council received a schedule for payments made in or relating to March 2019 for £24,736.43

RESOLUTION: It was proposed by Cllr Waldron to resolve to approve all finance internal control reporting and the payment schedule for March 2019; this was seconded by Cllr Gent and unanimously agreed

19/58 PLANNING**i. Recent decisions March 2019**

The following recent decisions were noted.

Application ref:	Location:	Proposal:	Decision
19/0323/FUL	3 Lime Close Broadclyst EX5 3LU	Construction of front and rear extensions.	Approval with conditions
19/0112/FUL	Site Of 39 Pinn Hill EX1 3TH	Construction of garage/workshop.	Approval with conditions

ii. Appeal decisions MARCH 2019:

Council noted there have not been any appeal decisions announced in March 2019

iii. Validated applications for consideration:

Ref:	Location:	Proposal:	Comment:
19/0363/FUL & 19/0364/LBC	Great Barton and Jasmin Cottage	Replacement side windows to Great Barton Farm and construction of single storey extension, porch canopy and replacement windows to Jasmine Cottage Great Barton Farm: replace 8 no. windows on south west; 3 no. on north west and 4 no. on north east elevations; replace door with 1 no. window on south east elevation; reinstate blocked up window on north west elevation; re-render external elevations and flue on north west elevation; internal alterations including underfloor heating; remove and construct partition walls; remove existing staircase and install floating staircase in drawing room; 2 no. external doors retained and blocked up and remove staircase in kitchen. Jasmine Cottage: remove existing and construct new extension on rear (south east) elevation, replace existing window on rear (south east) elevation with French doors and construct porch with thatched canopy on rear (south east) elevation	Refer to Listed Building Officer.
19/0595/FUL	Church View Cottage Broadclyst EX5 3EE	Extension of outbuilding, and conversion to ancillary accommodation.	Supports.

Ref:	Location:	Proposal:	Comment:
19/0630/FUL	Retail And Warehouse Premises Crannaford Broadclyst EX5 3BD	Change of use from a business warehouse (Use Class B1) and retail premises (Use Class A1) to general industrial use (Use Class B2)	Does not wish to comment.
19/0532/TRE	1 Church Close Broadclyst EX5 3EL	Group of Holm oak: i) Thin upper crown of the tree by removing up to 20% foliage, making 1 or 2 cuts on each primary branch between 5-15 cm diameter. ii) Raise lower canopy up to 1 metre off road and surrounding base	Does not wish to comment
19/0523/MRES	Land At Pinn Court Farm Pinncourt Lane Exeter	Reserved matters application (appearance, landscaping, layout and scale) for the construction of 106 residential units (including affordable housing) and associated highways, drainage and landscape infrastructure pursuant to outline planning permission reference 12/0795/MOUT. The partial discharge of conditions 1, 6, 8, 10 & 13 of planning permission 12/0795/MOUT relating to phase 2A	It was proposed by Cllr Baker that Council resolved to delegate response to the Planning Chairman and Clerk as a paper copy of plans had not been received. Unanimously agreed.
<i>Cllr Gent left the meeting and did not return</i>			
19/0464/MRES	Land South Of Old Tithebarn Lane Clyst Honiton	Reserved matters application (access, appearance, landscaping, layout and scale) for the construction of 265 dwellings including affordable housing, landscaping, allotments and associated site infrastructure pursuant to outline application permission 17/1019/MOUT (phase 1). The discharge (partial or full) of conditions 6, 7, 12 and 30 of outline permission 17/1019/MOUT	It was proposed by Cllr Baker that Council resolved to delegate response to the Planning Chairman and Clerk. Unanimously agreed.

iv. Cranbrook Development Plan Document

The Council considered its draft comment prior to submitting to the Planning Inspector (The public consultation runs from 11 March until 5pm on 24 April 2019.) It was suggested that planting in the SUDS creates a bee-friendly environment; this is for comment to the Outline Application when it comes forward.

Cllr Waldron proposed the draft comment be submitted and published on the Parish Council's website. This was seconded by Cllr Bromley and unanimously agreed.

19/59 CORRESPONDENCE

- i. Council received the correspondence list for the month
- ii. It was resolved to invite 'Healthy Homes' to the Fun Day

19/60 TO CLOSE THE MEETING

The meeting closed at 20:20hrs

Print:..... Signed:..... Date:.....

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