



**Attendance record:** Chairman Cllr Massey  
**Members Present:** Cllrs Baker, Chamberlain, Gent, Pepper, Rhodes, Rylance, K Straw, L Straw.  
**In attendance:** Clerk, Deputy Clerk.  
**MOP:** 11

### Broadclyst Parish Council Ordinary meeting

#### Press and Public were welcome to attend.

There was one 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 7th October 2019** at **19:00hrs** in the **Green Room, Victory Hall, Broadclyst, EX5 3EE** for the purpose of transacting the following business:

#### MINUTES (DRAFT)

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## **MINUTES (Draft)**

### **19/138 MEMBERS APOLOGIES**

**Apologies:** Council resolved to accept apologies from Cllrs Francis, Jackson, Lewis, Staddon, Waldron.

### **19/139 DISCLOSABLE PECUNIARY INTEREST**

There were no new interests declared; Councillors were reminded to sign the Interests book.

### **19/140 MINUTES**

The Council received the draft minutes of the Full Council meeting on 2<sup>nd</sup> September 2019.

**Proposed:** It was proposed by Cllr K Straw that the Council resolves to approve the draft Minutes as a correct record of the meeting; this was seconded by Cllr Baker and unanimously agreed (from Members who were present on 2<sup>nd</sup> September).

**RESOLVED:** That the Council approves the draft Minutes for Full Council meeting on 2<sup>nd</sup> September 2019.

***Standing Orders were suspended:***

### **19/141 COUNTY AND DISTRICT COUNCIL WARD MEMBERS**

#### **i. Broadclyst County Division Members**

County Division Members Cllrs Bloxham and Randall-Johnson circulated information on Connecting Devon/Somerset Rural Broadband and DCC's Climate declaration.

#### **ii. Broadclyst District Ward Members**

District Ward Members Cllr Pepper, Rylance and Chamberlain reported on District Council matters. Cabinet and Scrutiny debated proposals to charge in EDDC car parks; there will be further debate at East Devon before a decision will be made by Council. The possibility of transferring car parks to local councils to run is still on the table but further work needs to be done by the Car Park Task and Finish Forum and consultation.

The condition of the car park was raised; it was noted that as a non-charging facility there was little appetite to carry out works other than to keep it safe.

EDDC has declared a climate emergency with a target to be carbon zero by 2040.

### **19/142 NATIONAL TRUST REPORT**

Apologies were received from the National Trust.

### **19/143 PUBLIC QUESTIONS**

Public questions are invited on items on this Agenda (please note that the Chairman reserves the right to restrict this item to no longer than 15 minutes, with a maximum of 3 minutes per item).

Questions / points raised:

1. Q: Would the PC consider taking on the car park and installing a car park charging meter?

A: The risk to parish would need to be assessed; this is a possibility but needs further discussion to consider all costs for the parish as well as carrying out consultation with local pubs, businesses, and shops to assess how charges might affect their economy.

2. Q: The loss of trade to local businesses needs to be considered, could it be kept free for their benefit? Could volunteers undertake some of the tasks?

A: Yes, to a point for tasks such as weed control, but specialist services like tarmacking would still need to be bought in. The cost of putting ANPR would be considerable. The National Trust would be involved in the consultation as visitors and tenants use the car park.

3. Comment: If the car park is made chargeable the parking will be pushed elsewhere and create more antisocial parking issues. Commuter/whole day parking is an issue.

4. Comment: Precept: need to find a way to generate an income to off-set expenditure. Costs of the parish van, bowls green, seem high. The social and active value of bowls was noted; the real value that it brings to those people who use it cannot be underestimated; the impact of cuts should be carefully considered. An additional team based at the bowls club can be advertised. It was suggested that some grants can be used for revenue as well as capital costs.

5. Q: Council the van be made available for hire? Could Broadclyst 'buddy-up' with neighbouring councils to share costs?

A: the current insurance would not cover this, but it is something that can be costed. Similarly, the buddying-up idea can be explored.

6. Q: is there is a best practice guide for local councils to work together, similar to that in the NHS?

A: there is nothing comparable in the local council sector.

7. Comment: it was suggested that Council appeals for more volunteers to take the pressure off council staff.

### ***The meeting reconvened under Standing Orders***

#### **19/144 ACCEPTANCE OF REPORTS**

The Council resolved to accept the reports received from stakeholders (proposed Cllr Gent, seconded Cllr Pepper, unanimously agreed).

#### **19/145 COUNCIL REPORTS**

##### **i. Clerks report**

The Council received the Clerks Report for September 2019 and considered the following recommendations contained within:

- a. Defibrillators: for the Council to extend their existing agreement / MOU with the South West Ambulance Service Trust to the Pinhoe Community Defibrillator Group for a community defibrillator to be installed in Pinhoe.
- b. that the Council approves, subject to necessary consents and agreements, to plant a copse of trees on the triangle of land at the top of Holly Close, opposite the Pavilions;
- c. that the council identifies additional areas suitable for tree planting across the parish;
- d. that the council enables the community to plant an area of trees to provide a living memory

##### **ii. Pavilions report**

The Council received the report from the Pavilions Administrator for September 2019.

##### **iii. Neighbourhood Plan report**

To receive a report/update for September 2019 from the Neighbourhood Plan Lead Officer and to resolve any recommendations contained within. Re-usable materials when undertaking consultation

**RESOLUTION:** It was proposed by Cllr Pepper to accept all reports and approve the Clerks recommendations, seconded by Cllr Chamberlain with all Members in agreement.

**RESOLVED:** That Officers report be accepted, and recommendations approved.

**19/146 FINANCE****i. Accounts:**

To receive and resolve to accept the following reports for the period 01.08.2019 to 31.08.2019

- a. Balance sheet (as at 31.08.2019)
- b. Bank Reconciliation (cashbook 1 and 2 to 31.08.2019)
- c. Financial Statement (Income/Expenditure to 31.08.2019) CP, SC 1 against.

**Proposal:** Cllr Pepper proposed the Council accepts and agrees the financial reports to 31.08.2019 and payment schedule for September 2019 as presented.

Seconded: This proposal was seconded by Cllr Chamberlain with all but one in favour.

**ii. Payment Schedule**

To receive and to resolve to approve the list of payments for September 2019

**Proposal:** Cllr Gent proposed the Council accepts and agrees the payment schedule for September 2019 for £35,482.55

Seconded: This proposal was seconded by Cllr Chamberlain with all but one in favour.

**RESOLVED:** that the financial reports and payment schedule be approved.

**19/147 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN****Annual Governance and Accountability Return (AGAR) for y/e 31.03.2019**

The Council noted that the AGAR for Broadclyst Parish Council has been concluded as follows: "On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. There are no other matters affecting our opinion which we wish to draw to the attention of the authority"

It was noted that the Notice of Conclusion of Audit has been placed on the website in accordance with legislation.

**P19/148 PLANNING****i. Recent decisions Sept 2019**

The following recent decisions were noted:

| <b>Application ref:</b> | <b>Location:</b>                                                                    | <b>Proposal:</b>                                                            | <b>Decision</b>                |
|-------------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|--------------------------------|
| 19/1410/FUL             | Solar Farm<br>West of<br>Burrowton<br>Cottage<br>Broadclyst EX5<br>3DA              | Installation of secure storage container                                    | Approval<br>with<br>conditions |
| 19/1615/ADV             | Westclyst<br>Community<br>Primary School<br>Maddick Road<br>Exeter Devon<br>EX1 3YG | 1 no externally illuminated fascia sign<br>and 1 non illuminated totem sign | Approval<br>with<br>conditions |

**ii. Appeal decisions Sept 2019:**

It was noted there have been no appeal decisions announced in Sept 2019.

**iii. Validated applications for consideration:**

The following validated planning applications were considered:

| Application | Location:                                                                           | Proposal:                                                                                                                                                                                                                                                                                                                                                                                                     | Comment:                                                      |
|-------------|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|
| 19/1973/FUL | Exeter Science Park South Of Tithebarn Ln Junction With Langaton Lane Clyst Honiton | <a href="#">Creation of a heat substation with associated car parking, landscaping and 2.4m high security fencing.</a>                                                                                                                                                                                                                                                                                        | Council did not wish to comment.                              |
| 19/1920/FUL | SW Ambulance NHS Foundation Trust Association Skypark Clyst Honiton Exeter EX5 2FL  | <a href="#">Demolition/conversion of two storey training building and erection of single storey extension to provide toilet and shower facilities, creation of offices on 1st floor mezzanine, and installation of external staircase</a>                                                                                                                                                                     | Council did not wish to comment.                              |
| 19/1709/VAR | Old Park Farm Two West Clyst Exeter                                                 | <a href="#">Section 73 application to vary condition 2 of 16/2732/MRES to substitute the approved plans in relation to phase 2E (Field 5) for amended plans to re-position the layout on plots 278 - 281, 285, 289 - 292, 297 - 298, 308 - 309 and substitute house types on plots 271, 277 - 278, 286 - 287, 293 - 296, 299, 307, 310 - 311, 316 - 317; roads 03A and 04A amended to accommodate changes</a> | Delegation to Chairman to consider detail of the application. |

|             |                                                                                                |                                                                                                                                                                             |                                  |
|-------------|------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| 19/1842/FUL | 9 Barnade View Tithebarn EX1 3ZB                                                               | <a href="#">Construction of single storey extension.</a>                                                                                                                    | Council did not wish to comment. |
| 19/2113/FUL | Crabhayes Farm Broadclyst EX5 3BN                                                              | <a href="#">Milk processing room</a>                                                                                                                                        | Supported                        |
| 19/2037/FUL | University Of Exeter Engineering Research Centre Anning Road Science Park Exeter Devon EX5 2GD | <a href="#">Installation of static bridge (2.35m x 19.7m, 627mm high) for temporary period of 5 years to the east/rear of the Engineering Building, Exeter Science Park</a> | Council did not wish to comment. |

#### 19/149 MOTIONS REQUESTED

##### PARISH PRECEPT: AS REQUESTED BY CLLR KARL STRAW

##### Motion

During the coming budget round the Parish Council will substantially reduce its precept to no more than £160 per band D household. This mean that Broadclyst will still be one of the most expensive parishes in Devon and the UK so in subsequent years we will continue to reduce the precept to be fairer and the average in the UK.

This action will have the effect of reducing the overall baseline budget in 2020/21 by around £150,000 which will be ameliorated by the increase in number of households within the parish.

The council accepts that this will mean a reduction in some services or that provisions will need to be migrated to volunteer or community led projects.

**Vote:** 2 in favour; 7 against; no abstentions.

**Resolved:** motion not carried.

#### 19/150 CORRESPONDENCE

- i. The Council received the correspondence list for the month
- ii. Proposal. It was proposed by Cllr Pepper that Cllr Massey attend and liaise with Devon and Cornwall Police at regular meetings. With venue and administration provided by one parish in turn. The meetings will provide updates from the parishes and an opportunity for police and community to re-connect again. Seconded by Cllr Chamberlain.

RESOLVED: the Cllr Massey attend the police liaison meetings.

**19/151 FUTURE AGENDA ITEMS**

- I. Cllr Liz Straw raised a request for the Council to set a schedule of dates for the sub-committees.
- II. Cllr Liz Straw raised a request for the Traffic report to be brought back to full council.
- III. Cllr Karl Straw raised a request for dates for the finance committee to meet

**19/152 CONFIDENTIAL ITEMS**

The Chairman proposed that the public (including the press) be excluded from the meeting for the next agenda item as contractual information is likely to be disclosed (Part B)

The Council resolved that the meeting move into Part B (closed session).

**19/153 BUS SHELTERS**

To receive quotes for bus shelters in the Parish and to select a supplier. Item deferred to obtain further quotes for wooden shelters.

**19/154 TO CLOSE THE MEETING**

The meeting closed at 21.03

Signed:.....

Print:.....

Date:.....

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