

Attendance record**Chairman:** Cllr Massey**Members Present:** Cllr Baker, Chamberlain, Francis, Gent, Lewis, Pepper, Rhodes, Rylance, K Straw, L Straw, Waldron.

Cllr Harris was co-opted at the start of the meeting.

Also present: Phillip Smart, Killerton General Manager**In attendance:** Clerk, Deputy Clerk, NP Officer.**Members of Public: 9**

19, New Buildings
Broadclyst
Exeter
EX5 3EX
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Broadclyst Parish Council Ordinary meeting**Press and Public were welcome to attend.**

There were no items for discussion under part B (exclusion of press and public) on the 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 2nd December 2019** at **19:00hrs** in the **Green Room, Victory Hall, Broadclyst, EX5 3EE** for the purpose of transacting the following business:

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MINUTES (Draft)

19/173 MEMBERS APOLOGIES

Apologies: Council agreed to accept apologies from Cllr Jackson and Staddon.

19/174 DISCLOSABLE PECUNIARY INTEREST

Members were reminded that 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. Cllr Henry Gent recorded a personal interest in the book in relation to agenda item 19/177.

19/175 MINUTES

The Council received draft Minutes of the Full Council meeting on 4th November 2019. The following minor amendments were noted:

Present – to include the NP Officer; that 2 Members voted against acceptance of Minutes from October's meeting; that the Minutes did not record a request for financial reports for the Pavilions; that the meeting was interrupted by a member of public, after which the Chairman spoke to the Council.

RESOLUTION: it was proposed by Cllr Gent that these amendments be agreed and that the Council resolves to approve the draft Minutes as a correct record of the meeting.

RESOLVED: Motion carried with 1 vote against.

19/176 MEMBERS

No petition was received following the casual vacancy announced in September 2019; the Council should fill the vacancy by co-option.

Co-Option

The Council considered and resolved to accept an application from Rebekah Harris and Mathieu Holladay for co-option as a Parish Councillor.

The votes were as follows: Rebekah Harris 6; Mathieu Holladay 3.

RESOLVED: that Rebekah Harris be co-opted onto the Council, making the total number of Members 15 (all seats filled). The Chairman thanked both applicants.

Standing Orders were suspended:

19/177 PRESENTATION: Clyst Valley Regional Park Masterplan

Presentation from Simon Bates (East Devon's Green Infrastructure Manager) about the Masterplan. Item deferred until the New Year.

19/178 COUNTY AND DISTRICT COUNCIL WARD MEMBERS

Broadclyst County Division Members

Cllr Chamberlain gave a brief update on Station Road traffic (volume and type) following recent discussion with residents and Cllr Bloxham.

Action: Clerk to ask Cllr Bloxham for an update on the Traffic Order for double yellow lines at Westclyst and B3181 as it was understood these were to have been processed at the November HATOC meeting (but weren't).

Broadclyst District Ward Members

District Ward Members Cllr Chamberlain reported on the Cranbrook Plan examination which is scheduled to commence on Tuesday 21st January 2020. Original respondents to the consultation may submit further comment should they wish to do so. Cllr Rylance reported the TAFT (Task and Finish Forum) a cross-party consultation for the East Devon Car Park tariff will be coming forward in a few months' time.

19/179 NATIONAL TRUST REPORT

Phillip Smart, Killerton's General Manager, gave a report on behalf of the National Trust's estate. Christmas has come to Killerton with the Night Before Christmas as the theme this year. The estate is expecting in the range of 60,000 visitors, including school programme, with schools visiting every day. Broadclyst Primary school will hold their Christmas choir concert in the chapel. The estate continues to invest in houses and cottages including the Crabtree holiday cottages which will hopefully be ready for spring 2020. The Chapel, which is the only grade 1 listed building on the estate, will be having extensive conservation stone repairs in the next year. Cllr Liz Straw had a question for Philip Smart about the over hanging trees from the gardens into the Victory Hall carpark. Philip Smart will ask the Estate manager to have a look. Also, Cllr Straw mentioned about the tree next to Clyst Caring and low hanging branches.

19/180 PUBLIC QUESTIONS

The Chairman invited public questions on items on this Agenda.

A member of public (MOP) complimented the Parish Council on the lights on the village green. The Chairman thanked the member of the public and explained it was to do with the VIP group and thanked the Clerk for her help and assistance with insurance and risk assessments for the event to go ahead.

MOP brought up that he has recently moved to a house near the Red Lion pub and mentioned the small triangle and traffic going up both sides of the triangle and weather it makes sense to make this a one way, to make life safer. The Council agreed to ask the Traffic Committee to look at this and also have a conversation with Highways about any options and bring that back to Full Council.

MOP – Thank you to Cllr Chamberlain about updating the residents of Broadclyst Station about the situation.

MOP – Asked even though they don't live in Station Road can they complain to Highways as well? Cllr Chamberlain advised – yes, separate letters of complaint to Highways.

MOP – Brought up about who is paying for the repair of the large pothole that Cllr Chamberlain has reported to Highways. Cllr Chamberlain reported that as it's a large size, Highways will be paying for that. It is too big for the Parish to fix, plus the safety issue of the location.

Cllr Chamberlain also reported another pothole in the Fords which is a sizeable pothole.

MOP – As a Station Rd resident, look into starting a petition for a vote of no confidence in the Highway department. The Chairman advised letters would be the better route to take. Cllr

Francis asked if we can ask a member of the Highways department to address what's happening in the Parish.

ACTION: The Clerk to invite Devon Highways to a Council meeting.

The meeting reconvened under Standing Orders

19/181 ACCEPTANCE OF REPORTS

The Council resolved to accept the reports received from stakeholders.

RESOLUTION: It was proposed by Cllr Pepper to accept all the above reports. This was seconded by Cllr Gent with all Members in agreement.

RESOLVED: That the County/District reports be accepted.

19/182 COUNCIL REPORTS

i. Clerks report

- Broadclyst and Cranbrook have both set up Climate Change working groups to look at this at a local level; it has been mooted that these groups join to share resources and expertise.

RECOMMENDATION: To consider if to merge the Broadclyst and Cranbrook groups.

RESOLUTION: It was proposed by Cllr Gent to go ahead and merge with Cranbrook's Climate Change working party. This was seconded by Cllr Rylance with all Members in agreement. **RESOLVED:** That the recommendation be accepted.

- **Fords footway:** noted that new wooden sleepers are very slippery when wet. The Parish has some footpath funding that could be used to apply non-slip surfacing; Division Members have some locality money left.

Fords fencing: damage to western side fencing from RTA. The reclaim of repair costs through insurance has been raised with the County Division Member, as has the issue of plastic barriers becoming dislodged when Fords are in flood.

RECOMMENDATION: To consider allocation of P3 monies to improve the surface of the Fords raised walkway.

RESOLUTION: It was proposed by Cllr Pepper to put chicken wire/ felt strips to the boards to prevent the slippery boards. Would need to take advice on protection of the watercourse. This was seconded by Cllr Gent, with 1 abstention and the rest of council in agreement.

RESOLVED: That the recommendation be accepted.

RESOLUTION: It was proposed by Cllr Francis to accept the Clerks report. This was seconded by Cllr Chamberlain with all but 2 Members in agreement.

RESOLVED: That the Clerks reports be accepted.

ii. Pavilions report

The Council received a report from the Pavilions Administrator for November 2019.

Cllr K Straw requested an expenditure and income report for the Pavilions. The Clerk explained the Sports Pavilion is run by a Sports Management Committee which is made up of User groups and members of the public.

RESOLUTION: It was proposed by Cllr Gent to accept the report. This was seconded by Cllr Chamberlain, with all Members but 2 in favour.

RESOLVED: That the Pavilions reports be accepted.

iii. **Neighbourhood Plan report**

Council received a report/update for November 2019 from the Neighbourhood Plan Lead Officer. Cllr K Straw asked about timetable of the NP Plan which was explained in the 3-page report. Cllr L Straw asked about the grants which the NP Officer explained. Cllr K Straw asked about the anticipated cost of the overall cost. NP Officer explained she was unable to provide that level of detail.

RESOLUTION: It was proposed by Cllr Gent to accept the report. This was seconded by Cllr Pepper, with all Members but 2 in favour.

RESOLVED: That the Neighbourhood Plan report be accepted.

19/183 FINANCE:

- i. Council received the bank reconciliations and balance sheets for the second quarter and to 31.10.2019

RESOLUTION: It was proposed by Cllr Baker to accept the report. This was seconded by Cllr Pepper, with 2 against with the rest of Members in favour.

RESOLVED: That the bank reconciliations and balance sheets for the second quarter and to 31.10.2019 be accepted.

- ii. Council received the Income/Expenditure Financial Statement as at 30.09.2019 and 31.10.2019

RESOLUTION: It was proposed by Cllr Harris to accept the Income/Expenditure Financial Statement as at 30.09.2019 and 31.10.2019 This was seconded by Cllr Pepper, with 2 against and the rest of the Members in favour.

RESOLVED: That the be accepted Income/Expenditure Financial Statement as at 30.09.2019 and 31.10.2019

- iii. Payment Schedule: Council received list of payments for November 2019

RESOLUTION: It was proposed by Cllr Francis to accept the list of approved payments for November 2019. This was seconded by Cllr Pepper, with 2 against and the rest of Members in favour.

RESOLVED: That the payment schedule for November 2019 be accepted.

19/184 GOVERNANCE

i. **Committee Chairman selection**

For the Council to appoint the Chairman (in accordance with Standing Order 4.d.vi) for the following Standing Committees:

- a. **Finance and Governance Committee;**

RESOLUTION: It was proposed by Cllr Gent that Council appoints Cllr Jackson to as Chairman for Finance and Governance Committee. This was seconded by Cllr Chamberlain with all Members in agreement.

RESOLVED: That the Vote be accepted.

b. Planning and Environment Committee;

RESOLUTION: It was proposed by Cllr Pepper to Vote for Cllr Massey to become the Chairman for Planning and Environment Committee. This was seconded by Cllr Gent with all Members in agreement.

RESOLVED: That the Vote be accepted

c. Emergency Planning Committee.

RESOLUTION: It was proposed by Cllr Waldron to Vote for Cllr Lewis to become the Chairman for Emergency Planning Committee. This committee's contact details will need updating with the new Chairman. This was seconded by Cllr Chamberlain with all Members in agreement.

RESOLVED: That the Vote be accepted.

ii. Comms Committee Notes

The Council received draft meeting notes of the inquorate Comm's committee meeting held Tuesday 19th November.

RESOLUTION: it was proposed by Cllr Pepper that the Council resolves to approve the draft meeting notes as a correct record of the meeting. It was further resolved to accept the recommendation of including HRH Prince Charles to the Protocol for Marking the death of a senior National figure.

RESOLVED: Motion carried with 2 abstentions.

19/185 PLANNING

i. Recent decisions November 2019

The following recent decisions have been announced at the time of publishing this agenda.

Application ref:	Location:	Proposal:	Decision
19/2216/VAR	Land At Pinn Court Farm Pinncourt Lane Exeter	Section 73 application to vary condition 2 of 19/0523/MRES to substitute the approved plans in relation to phase 2A for amended plans to change the house types on plots 181 - 184, 211 - 214, 217 - 220 and remove the garages from plots 172, 173, 178, 185 - 191, 208, 222, 225 - 227, 232 - 235, 244, 247, 251, 254	Approval with conditions

ii. Appeal decisions November 2019:

To note there have been 1 appeal decisions announced in Nov 2019.

Application ref:	Location:	Proposal:	Decision
19/0723/ADV	Co-Operative Food, Pin Hill, Pinhoe Exeter EX1 3TG	1no internally illuminated fascia, only the co-op logo illuminates. 2no internally illuminated co-op projectors, 1no set of non illuminated 'welcome to' acrylic text, 2no internally illuminated co-op logos, 9no non illuminated wall mounted flat aluminium grey panels, 4no non illuminated wall mounted flat aluminium panels, 2no non illuminated post mounted flat aluminium panels and 1no internally illuminated 3.5m totem.	Dismissed

iii. Validated applications for consideration:

To discuss validated planning applications received for consultation.

(NB: Planning applications received after publication of this agenda may also be considered)

Application	Location:	Proposal:	Comment:
19/1590/MFUL	Land At Langaton Lane, Pinhoe. Amended plans relating to SUDS report	Erection of 12 no. dwellings (4 no. one bed flats, 5 no. two bed houses and 3 no. three bed houses), of which 8 affordable units, widening of access, sustainable urban drainage systems, amenity play park and associated landscaping.	Comment already submitted.

19/186 BUDGET PUBLICITY (motion requested by Cllr K Straw)

The Council considered the following motion:

“The council will

- actively promote the budgeting process including all meetings that discuss the budget on the front page of the website, social media and on the notice boards.
- publish the current budget and a simple factual explanation of each item on its website and on notice boards, with links posted from social media accounts.
- publish a list of the services the parish provides along with a cost for each service.
- offer the parish the opportunity to form a people's panel on budgeting and services at the next annual meeting for the 2021/22 budget round”

Cllr Francis proposed an amendment:

This Council notes the importance of an open and transparent budgeting process and hereby resolves to:

- a) Undertake an exercise to seek the views of parishioners on the services provided by the council using the Tough Choices model developed by Devon County Council;
- b) To engage the services of an independent organisation (such as Devon Communities Together) to design this process in consultation with the Parish Council;
- c) to use the results of this process to inform budget setting for financial year 2021/22

RESOLUTION: It was proposed by Cllr K Straw to accept Cllr Francis's motion with the amendments. This was seconded by Cllr Liz Straw. 1 abstention, 1 against and the rest in favour.

RESOLVED: That Cllr Francis's amended motion be accepted.

19/187 CORRESPONDENCE

- i. The Council received the correspondence list for the month.
- ii. There were no matters arising from the correspondence list.

19/188 FUTURE AGENDA ITEMS

PRESENTATION: Clyst Valley Regional Park Masterplan

Presentation from Simon Bates (East Devon's Green Infrastructure Manager) for January or February 2020 Council meeting.

19/189 DATES OF FORTHCOMING MEETINGS

The Council will next meet on Monday 6th January 2020.

Finance and Governance Committee meeting confirmed for 17th December at the Pavilions @ 7.30pm.

19/190 TO CLOSE THE MEETING

The meeting closed at 20:25hrs.

Signed:.....

Print:.....

Date:.....