



19, New Buildings
Broadclyst
Exeter
EX5 3EX
www.broadclyst.org

Broadclyst Parish Council Ordinary Meeting of the Council

Public Notice of meeting: Press and Public were welcome to attend.
There were no items 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 meeting of the Broadclyst Parish Council on **Monday 7th November 2022** at **19:00hrs** at Westclyst Primary School, Maddick Rd, Westclyst, EX1 3YG for the purpose of transacting the following business:

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Minutes (ratified)

22/061 OPEN MEETING; ATTENDANCE RECORD

- i. The Chair declared the meeting at 19:03. Cllr Massey in attendance and took the chair.
- ii. **Present:** Members present were recorded as Cllr Massey (Chair), Cllrs Chamberlain, Gent, Jackson, Pepper, Rhodes, Rylance, K Straw, L Straw, Whitmarsh.
- iii. **Apologies** were received from Cllrs Baker, Fernley, Lewis, Staddon, Taylor.

22/062 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.

22/063 MINUTES

To receive, and resolve to approve as a correct record, the draft minutes of the Full Council meeting on Monday 5th September 2022. Proposed by Cllr K Straw, seconded Cllr Jackson, majority vote (one abstention as not present).

Standing Orders were suspended:

22/064 NATIONAL TRUST UPDATE

Phillip Smart, Killerton General Manager, gave a verbal update on the Killerton House, Gardens, and wider estate. Like many organisations, Killerton is still emerging and rebuilding post-pandemic. In 2019, pre-pandemic, the house and garden welcomed 275,000 visitors. This year visitor numbers to the house and garden are forecast to be 200,000 for 2022/23. Our Autumn Gold promotion has been popular as well as the pumpkin trail, so numbers have been good over the half-term.

We have taken the decision not to continue the partnership with Sony Music for the Christmas lights trail, the main reason being because of the cost to additional members and the environmental impacts of the event, for instance on wildlife in the garden and park. This year the Christmas offer will be based on house and parkland and will be free to NT members during normal opening hours.

The Chapel of the Holy Evangelists, one of two grade 1 listed building in Broadclyst Parish, requires significant conservation work c. £0.5m to replace failing stone and other external repairs. Delays to the project have been caused by difficulties in securing a source of suitable stone but these have now been resolved and work is scheduled to start in spring 2023. The Chapel is a maternity roost for Greater Horseshoe bats so work cannot take place during the winter. External funding has been obtained through the Wolfson Foundation and from major donors and further fundraising will be carried out as the project progresses.

Residential estate – the estate management team aim to visit each residential property once every 12 months for inspection and review. Re-letting properties is undertaken as they come vacant with 10 properties re-let this year. 19 properties have had secondary double glazing installed and external redecoration works, and there have been over 1,000 reactive repairs across the estate. Next year 29 properties will have external redecoration works carried out as well as further secondary glazing. Property turn-around is usually quick, with minor repairs and redecoration carried out between tenants. On occasion it does take longer if additional refurbishment work is required, or the property is listed.

The tenant at Beare Farm, Arthur Salter, sadly passed away recently; a significant event for the estate as it marks the end of 150 years of farming history of the Salter family at Beare Farm. Careful consideration will be given about how to take farm forward into the future.

The Scout Association wishes to relinquish occupation of Caddihoe campground, having been there for c.40 years. Again, consideration will need to be given about how best to use the site for benefits to wider community. Keen to continue to work with Scout Association where possible but regrettably they no longer wish to maintain the site.

Wider estate - green recovery projects, funded from central govt 800k, which included planting 70,000 trees, have all been completed although ongoing maintenance, such as replacing failed trees due to drought stress continues. A further phase of works to the river Culm floodplain has just started, creating more wetland areas for wildlife, funded by Connecting the Culm project. NT Blossom project continues, building on the 180 trees planted in private gardens across the Parish last year. The focus this year is on orchard trees. Also, a further 2km of hedgerow will be restored this winter on the back of the 5km restored last winter. Signage on the Killerton to Broadclyst cycle track is being improved through the Routes for Roots project. Works continue across the estate to deal with the impact of ash die back disease.

On back of green recovery, an application to DEFRA for landscape recovery scheme has been successful. Killerton is one of 22 pilot sites nationally that DEFRA will work with on landscape scale change. 15 of farm tenants were willing to be participants in this scheme. A project development phase over the next two years will hopefully lead to agreements to secure nature recovery and improving access for people. This is one of the pillars of the governments environmental land management schemes (ELMS) alongside local nature recovery and sustainable farming initiative.

3 satellite properties: Budlake Post Office and Markers Cottage not re-opening. Clyston Mill reopened in the summer for two days per week. Opening times will be doubled next year but significant work (c£30-40k) is needed to the mill machinery and repairs are required on the roof.

22/065 WARD MEMBERS

i. Broadclyst County Division Members

County Division Member Cllrs Gent gave a verbal update. Cllr Randall-Johnson submitted an electronic report. Cllrs Locality budget has been reduced, but there is still some money available for small projects.

There was a discussion around submitting an application to purchase a mobile Vehicle Activate Sign (VAS) and around buying-in time from DCC's Civil Enforcement Officers.

Action: Cllr L Straw to see if it is possible to buy-in Civil Enforcement Officer time from DCC to address parking on DYL's in the Town Hill / B3181 outside Clyst Mews area.

Action: Cllr Whitmarsh to find cost of VAS and cost of running the sign, including officer time, if can be done by volunteers, how much to insure, bringing a report to Finance Committee in December.

Action: Clerk to invite Cllr Sara Randall-Johnson to the next meeting.

Action: Cllr Liz Straw agreed to set up a meeting with the Cornerstone Trust and Sustrans to see if they could work in partnership on sustainable travel projects for both Broadclyst and Westclyst schools.

ii. Broadclyst District Ward Members

District Ward Members Cllr Pepper, Rylance, and Chamberlain were present. Cllr Rylance had submitted a report for circulation. The Local Plan consultation will commence shortly and run until

midnight on the 15th of January 2023. She urged people to get involved and submit comments when the consultation is live.

Ringo app in East Devon car parks: people need to use the right code for the winter rate otherwise will be charged summer rate. EV charging points being installed in local EDDC car parks, partly to attract through traffic to stop while recharging and also to support local motorists with electric cars.

Some works that need doing to council housing stock in Broadclyst have been identified and are scheduled to be done in the coming year. The District Council hopes to continue with YouTube coverage of council meetings to maintain the link with the public that was established during Covid.

22/066 PUBLIC QUESTIONS

There were no requests from members of the public to make representations, answer questions or give evidence in respect of Council business under Standing Orders.

The meeting reconvened under Standing Orders

22/067 ACCEPTANCE OF REPORTS

Resolution: It was proposed by Cllr Jackson and seconded by Cllr L Straw to accept reports received from stakeholders and to resolve to delegate the actions set out in 22/065i. This was unanimously agreed and so it was RESOLVED.

22/068 COUNCIL REPORTS

i. Clerks report

The Council received the Clerks Reports for September and October, and resolved the following recommendations contained within:

Recommendation	Proposer	Seconded	Vote
Play area: that the annual figure for ongoing maintenance requirements of play equipment, including then outdoor gym equipment, be adjusted as the equipment ages.	Cllr Jackson	Cllr K Straw	Unanimous Resolved
Planning and Environment Committee: i. to update the remit of the Planning and Environment Committee to include work relating to the climate emergency and council's carbon reduction commitments ii. to update its ToR as necessary iii. to establish its delegations iv. to consider its branding /re-naming (Climate Committee?)	Cllr Gent	Cllr Rhodes	Unanimous Resolved
Alternative / Sustainable energy sources. To delegate to the new Climate Committee (inviting support and input from the Broadclyst Environmental Group) to revisit the project and to bring a high-level report to Council to indicate whether a detailed proposal should be commissioned, and quotes sought.	Cllr Jackson	Cllr Whitmarsh	Unanimous Resolved
EV charging points at the Pavilions. To delegate to the new Climate Committee (inviting support and input from the Broadclyst Environmental Group) to research and consider the project and to bring a high-level report to	Cllr K Straw, (additional proposal for charging points at	Cllr Gent	Unanimous Resolved Action:

Council to indicate whether a detailed proposal should be commissioned, and quotes sought.	Westclyst; co-cars / co-bikes)		Cllr Gent to talk to DCC / Barratts
Office Broadband To note Council's new provider of Broadband in the office, noting the Clerk has delegation set out in Financial Regulation (FR) 10.1 (obtaining value for money) and 11.1.a I (exemption for then supply of gas, electricity, water, sewerage, and telephone services). To update Council's preferred supplier list to add Jurassic Fibre and remove Taurus.	Cllr Jackson	Cllr Rylance	Unanimous Resolved
Pavilions energy efficiency i. in the short term, invest in improving the energy efficiency and running cost of the building (i.e., looking at additional loft insulation, adding infra-red ceiling heaters to cut down use of the gas boiler); ii. in the long term, assess options for sustainable heating (i.e., air source, solar). iii. set a project budget and to delegate maximum spend to officers	Cllr K Straw (additional proposal to use Andrew's boiler EMR for this work)	Cllr Whitmarsh	Unanimous Resolved
Office lease a. That the council resolves to enter a five-year lease with three-year break clause at the annual rent of £7,500 b. That the council considers opportunities coming forward through the Neighbourhood Plan mixed use / economic site allocations.	Cllr Jackson	Cllr Pepper	Unanimous Resolved
BTG¹ Youth Project – supplementary grant that the Council awards a further community grant of £270.22 + £70 to cover the total cost of the project and pay for the jubilee sound system which was not included in the original jubilee grant application.	Cllr Jackson (Cllr K Straw abstained as BTG member)	Cllr Rhodes	Unanimous from voting members Resolved
Committee meeting space To investigate using the Clyst Caring Day Centre as meeting space for committees	Cllr Jackson	Cllr L Straw	Unanimous Resolved

ii. Deputy Clerks Report

The Council received and accepted the report from the Deputy Clerk.

iii. Neighbourhood Plan update

The Council received a verbal update from the Steering Group via the Chairman as to the status of the Broadclyst Neighbourhood Plan:

¹ Broadclyst Theatre Group

Janvrin Edbrooke is engaged on a consultancy basis, grant funding for which has been successfully secured. The funding also covers costs of the referendum, including printing. The Steering Group has been meeting weekly to respond to the Independent Examiners queries; this feedback is expected to be completed before the end of this week to meet the deadline of Monday 14th November.

The referendum is anticipated to be early in 2023 (Jan/Feb).

Acceptance of reports. It was proposed by Cllr Rylance, seconded by Cllr K Straw, and unanimously agreed to accept all the above reports (22/068)`, and so it was resolved.

22/069 FINANCE

i. **Finance Committee Minutes**

The Council received draft Minutes from the Finance and Governance Committee's meeting on 16th June 2022 as a report.

Proposed Cllr Whitmarsh, seconded Cllr Jackson, unanimously agreed and so it was resolved.

ii. **Financial Reporting**

Council Q2 accounts to 31.09.2022

The Council received for approval the Council's Q2 accounts for 22/23, including the bank reconciliations, financial statement, and balance sheet to 30th September 2022.

Resolution: It was proposed by Cllr Massey, seconded by Cllr Whitmarsh, and unanimously agreed to accept the Council's accounts to 30.09.2022, and so it was resolved.

iii. **Budget monitoring**

To receive the Income/Expenditure Financial Statement as at 30.09.2022

- a. To receive Council's Budget Monitoring report to 30.09.2022
- b. To note any virements required
- c. To note Council's VAT reclaim to 30.09.2022 has been submitted to HMRC

Resolution: It was proposed by Cllr Rylance, seconded by Cllr Jackson and unanimously agreed to accept the report, agree the virements and spend from EMR, and to note that the Council's VAT has been reclaimed, and so it was resolved.

iv. **Payment Schedule**

Resolution: It was proposed by Cllr Jackson, seconded by Cllr Gent and unanimously agreed to retrospectively resolve to approve the list of payments for July, August, and September 2022, noting that payments were made under Officer delegation or by prior approval of the Council / Finance Committee.

v. **Community Grants**

The Council received and considered community grants received from:

Broadclyst Football Club (for coach training, safeguarding, and first aid training)

Resolution: Proposed Cllr Gent, seconded Cllr Chamberlain, unanimously agreed to award **£2,000** and so it was resolved.

Broadclyst VIP's (for a Christmas function).

Resolution: Proposed Cllr Gent, seconded Cllr Chamberlain. Majority vote to award **£500** on the condition that any future Christmas grants are received for consideration at the very latest in time for the September Council / Finance Committee meeting, and that it be recognised in the publicity that the Council has awarded public money for the event.

22/070 PLANNING

i. **Recent decisions**

The Council noted recent decisions across the parish.

ii. Appeal decisions / TPO update

It was noted there have been 0 appeal decisions and 1 TPO made since the last meeting

iii. Planning applications for consultation

Application reference	Address	Proposal	Council comment
22/2282/FUL	The Gardens Blackhorse EX5 2FT	Construction of 5 bungalows with associated access, parking and landscaping and demolition of existing stable building	Supported unanimously
22/2228/FUL	Victory Hall Broadclyst Exeter EX5 3EE	Installation of external condensing unit	Cannot support at this stage, resolved to request sound report at nearest residential building.
22/2270/HRN	Land To The East Of Mosshayne Lane Blackhorse	Removal of 20.5m section of hedgerow	NP policy says removal of hedgerow should be counteracted with replanting scheme in the same site. Council resolved to not support unless a replanting scheme in line with NP policy was agreed.
22/2000/MRES	Land North Of Tithebarn Green Phase 3	Reserved Matters Application (access, appearance, landscaping, layout and scale) for construction of 135 dwellings including affordable housing, landscaping and associated site infrastructure. Subsequent application to Outline permission 17/1019/MOUT which was accompanied by an Environmental Statement. The proposal seeks the discharge of conditions 6, 7, 9, 11, 12, 13, 20, 21, 23, 24, 25, 28, 36 and 37 of the Outline planning permission	Deferred to planning meeting on Monday 21 st November (Venue TBC)

22/071 CORRESPONDENCE

- i. The Council received the correspondence list
- ii. It was noted that following a complaint by a member of public about a visiting football team member urinating beside the pitch, the complaint had been authenticated by checking CCTV and that the visiting team had been told they were no longer welcome.

22/072 FUTURE AGENDA ITEMS

The following future meetings were arranged:

Staffing committee meeting: community connector / food bank

Planning meeting: to discuss the new EDDC Local Plan and other consultations, & 22/2000/MRES.

Dates and venues TBC

22/073 TO CLOSE THE MEETING

The meeting closed at 20:50hrs

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